

UK Athletics

Athletics Appointments Panel

Terms of Reference

Note – The Code for Sports Governance requires that the Chair is to be selected by a nominations committee with a membership which must have a majority of Independent Non-Executive Directors. This is contrary to our current Articles. Thus until this conflict is resolved, it is proposed that these Terms of Reference apply to the appointments of the President, the Vice President and all Board Directors except the Chair.

1. Membership

1.1 The Panel shall comprise of three members or five members from the following:

Panel of three members:

- Chair of the company, who will act as Chair of the Panel for the appointment of Board Directors and the nomination of the President of the company or, if they are unable to attend the Panel, will nominate the Chair of the Panel
- President of the company, who will act as Chair of the Panel for the nomination of the Vice President of the company and to set criteria and qualifications from time to time which may be used as guidance for appointments to the UK Members Council, or, if they are unable to attend the Panel, his / her nominee who will be a member of the UK Members Council
- One other Independent Non-Executive Director nominated by the Chair on the basis of skill and expertise in relation to the nature of individual appointments

Panel of five members:

- Panel members as above plus:
- One other Independent Non-Executive Director nominated by the Chair on the basis of skill and expertise in relation to the nature of individual appointments
- One other member of the UK Members Council nominated by the Chair on the basis of skill and expertise in relation to the nature of individual appointments

The Head of HR may also attend the Panel.

For an appointment to any positions on the Board or a nomination of the President of UK Members Council, if the Chair considers it appropriate, attendees to the Panel may include up to two representatives from major stakeholders in the company – for example UK Sport and Sport England

For a nomination of the Vice President of UK Members Council, if the President considers it appropriate, attendees to the Panel may include up to two representatives from major stakeholders in the company – for example UK Sport and Sport England

1.2 The Chair shall be responsible for reporting the recommendations of the Panel to the Board and to UK Members Council

2. Duties

2.1 To make nominations for the position of President in accordance with the Election Regulations

2.2 To make nominations for the position of Vice President in accordance with the Election Regulations

2.3 To set criteria and qualifications from time to time which may be used as guidance for appointments to the UK Members Council

2.4 To make recommendations on the appointment and removal of the Chair

2.5 To consult with UK Members Council on the terms and duration of office of the Chair

2.6 To consult with the Chair prior to the Chair appointing the Chief Executive on such terms and for such periods as the Chair thinks fit

2.7 To consult with the Chair prior to the Chair appointing members of the Board on such terms and for such periods as the Chair thinks fit

The above duties of the Panel are as specified in the Articles of Association of the company

2.8 To interview candidates for the following roles:

- President of the company
- Vice President of the company
- Chief Executive
- Other Board Directors

Proposed date of approval by the Board – 28 February 2017

Date last approved by Board – 4 December 2013