



Summary Minutes of a Meeting of the UK Athletics Board of Directors

18 October 2022, Starting at 10am Nike offices London and online via Zoom

Present:	Attendees: Ian Beattie (IB) - Chair David Abrahams (DA) Jack Buckner (JB) David Ovens (DO) - part Stephen Perks (SP) Gary Shaughnessy (GS) - part Wendy Sly (WS) Jennifer Thomas (JT) Anne Wafula Strike (AWS) Mike Whittingham (MW)
Observers:	Anna Blackman (AB) Jason Gardener (JG) Andrew Heyes (AH)
In attendance:	Cherry Alexander (CA) – item 12 Tracey Carey (TC) Mark Draisey (MD) Angus MacDonald (AM) – item 11 Stephen Maguire (SM) – item 10 Mark Munro (MM)
Apologies	Marilyn Okoro (MO)

1. Welcome and Attendees

IB welcomed everyone to the meeting.

IB introduced AB as the new independent Chair of Audit Committee. IB recorded formally the thanks of the Board to Peter Crawshaw and welcomed Gary Shaughnessy as the outgoing and incoming England Athletics UK Board nominee.

Business Items

2. Apologies

Apologies were received from MO; it was noted that DO and GS were only attending for part of the meeting.

3. Declarations of Interest



The Board reviewed the register of interests. In accordance with the previously agreed conflict of interest policy the Board agreed that all items included in the draft register as occasioning no conflict were correctly stated. The Board considered the one item in respect of the declaration from WS and agreed that the approach set out in the draft register was correct. The Board **APPROVED** the register of interests

No additional declarations of interest were made.

MD to circulate a final version of the register following the meeting.

Following the resignation of Peter Crawshaw and the appointment of GS a revised register would also be prepared for the next Board meeting.

4. Minutes

Previous Minutes were approved.

5. CEO Report

JB led the Board through the CEO report included in the Board pack. He summarised updates, and information relating to day to day operation of the business, including:

- Executive Plan Tracker 2022/23 and Executive Business Plan
- Strategy
- Finances
- Commercial

These matters were discussed by the Board and questions asked of JB and MM.

6. Finance Update

- August Management Accounts

MD presented the management accounts for the end of August. The Board discussed and noted the contents

- Draft Annual Report and Accounts

IB/MD updated the Board on the discussions at the Audit Committee meeting of the 4th October.

7. Commercial Update

Provided during CEO report update



8. BDO Update

The Board noted the verbal update provided by MM in respect of the ongoing work following the BDO audit.

The Board recorded their thanks for the progress being made on this work.

For Decision

9. Codes of Conduct

MD introduced a number of papers linked to various governance changes that require Board approval.

- Codes of Conduct (Board and UKA Members)

These update the codes for both of these groups, the Board noted that the Code of Conduct for UKA Members had been seen by the Board in draft and that this had been circulated to UKA Members for feedback prior to being presented for formal approval.

The Board **APPROVED** the Board and UKA Members Code of Conduct. It was noted that following the Board meeting these documents would be circulated to both Board Members and UKA Members for all individuals to complete and return.

- Board Observer Policy

The Board **APPROVED** the Board Observer Policy and noted that following the Board meeting this document would be sent to all Board observers for them to complete and return.

- Board Terms of Reference

The Board noted that currently no formal terms of reference are in place for the Board and that rectifying this was a recommendation from the BDO audit. The Board noted that the terms of reference include a schedule of matters reserved for Board decision.

The Board sought clarification in respect of the meaning of item 10.1 in Matters reserved for the Board – approval of relevant media releases, and within the approval hierarchy the approval for new income contracts.

The Board **APPROVED** the Terms of Reference, subject to clarification of the points noted above. The Board noted that a copy of these terms would be published on the UKA website following the meeting.

The Board noted the updates to the Scheme of Delegation and Approval Hierarchy

- Articles of Association



MD outlined the proposed changes to be made to the UKA Articles of Association and the four elements to those changes, the Board noted that these build on the changes made in January 2022.

The Board were asked to provide feedback on the changes being proposed. The Board discussed the operation of the new clauses linked to suspension of Members or Directors and whether further detail was required. It was agreed that some form of guidance/policy should be developed to support these changes.

Subject to that guidance/policy being developed the Board **APPROVED** that that these changes are taken forward with UKA Members with the intent that these will be presented for approval by UKA Members at the AGM in December 2022.

For Information

10. Performance

The Board noted the verbal update provided by SM in respect of current Performance team matters.

SM outlined his philosophy for his role and the key points from his first few weeks in post providing a general overview then outlining the priorities and challenges.

11. Safeguarding

The Board noted the verbal update provided by AM in respect of current Safeguarding and associated case management matters.

12. Events, Competitions

The Board noted the verbal update provided by CA in respect of current Events and Competition matters.

The Board welcomed the progress being made on tickets sales for the Diamond League in July 2023 and noted the planning activity for the event in respect of future ticket sales as well as the event delivery

The Board noted that World Athletics will be visiting Glasgow in December 2022 as part of the planning for the World Indoors in 2024.

The Board welcomed the support being provided for the Euro 2026 ahead of the bid presentation in Warsaw in November 2022, this includes from the BBC, past and present athletes and the Minister for Sport.

The Board noted the work that is being undertaken by World Athletics on the global calendar.

13. Any Other Business



The Board expressed their condolences to the family and friends of Mike Leonard (UKA Member) who recently passed away. They recognised his contribution to the sport.

The Board noted the annual meeting planner. A version including dates to be circulated.

The Board noted that an update to the Diversity Action Plan is scheduled before Christmas and that recruitment for a new ED&I lead is underway. A request was made for ED&I to be included formally on the Board agenda, This was agreed,

The meeting closed with the Board recognising the successful summer of Athletics in 2022.

Meeting ended 12.50pm

14. Date of next meeting

7 December 2022 at 10am Strategy Day, London

8 December 2022 at 9am Board Meeting, London