

Minutes of the Board					
Date/Time	17 March 2025	Location	EICA Ratho		
Attendees	Initials		Attendees	Initials	
John Rodger	JR	President	Dawn Allan	DA	Head of Operations
Colin Hutchison	CH	Chief Executive Officer	Mark Pollard	MP	Head of Performance
Diane Ramsay (online)	DR		David Fallon	DF	Head of Development
Helen Fallas	HF		Peter Jardine	PJ	Head of Communications
Alistair Aitchison	AA		Julie Mollison	JM	Head of Coaching and Welfare
Jill O'Neil	JO'N		Ally Love	ALO	Head of Competitions
Michael Johnston	MJ		Francesca Snitjer	FS	Executive and Equalities Officer
Terry O'Hare	TO'H				
Eilidh Doyle	ED				
Alison Lunn (online)	AL	sportscotland Representative			
Graeme Oudney (online)	GO	Chair of Audit and Risk Committee			

Apologies	Initials	
David Ovens	DO	Chair
Chuxx Onyia	CO	

Circulation List

Ref	Agenda	Led by
1.	Welcome and Introductions	DO
2.	Apologies	All
3.	Declarations of Interest	All
4.	Minutes of previous meeting held 17 January 2025 and matters arising	All
5.	CEO Report – with updates and discussions on critical items and sub-strategy	CH
6.	BACOS	SMT
7.	Commercial Committee - Solgar	TO'H/CH
8.	Commercial Committee – Endurance Zone	TO'H/CH
9.	2025/26 Budget and Finance update	DA
10.	Remuneration Proposals	JR/CH
11.	New Club Application	DF
12.	Commonwealth Games 2026	MP
13.	Risk Register	GO
14.	ATS Service Level Agreement	CH
15.	Eligibility	JR
16.	BACOS	DF
17.	Grangemouth Stadium	CH
18.	sportscotland Annual Investment	CH
19.	EDI Update	CH/FS
20.	Anti-Doping	MP/ED
21.	AOB	All

	Date of next meeting: Monday 9 th June 2025		All
Ref	Discussion/Resolution	Action	Update
1, 2	Welcome, Introductions and Apologies.		
	JR advised that he would be chairing the meeting in DO's absence. He welcomed everyone to the meeting. Apologies were received from DO and CO.		
3.	Declarations of Interest		
	There were no declarations of interest.		
4.	Minutes of previous meeting and matters arising		
	The minutes of the previous meeting held on 17 th January 2025 were approved. Matter arising: Item 5: JO'N advised that she has followed up with ALO with regards to volunteer recruitment. Item 13: CH provided an update to the Board on the incident from the 2017 Para World Championships. Further updates will be given in due course. Item 15: CH advised that the Transgender policy is still under review.	Update on incident to be provided when available	
5.	CEO report and Sub-strategy		
	CH updated on the circulated document highlighting the following: Item 2: The positive start to the year has continued with membership figures continuing to increase into February and March. Item 3: Congratulations were relayed to Neil Gourley and Erin Wallace for their selection at the European Athletics Indoor Championships which took place at the beginning of March. It was also advised that Nick Percy has been selected for the GB&NI team at the European Throwing Cup in Cyprus. Item 5: Commonwealth Games Scotland are seeking nominations for two Ordinary Directors to join their Board for a term of four years from 2025-2029. Board members are asked to speak to CH or DO if interested. Item 8: It was advised that legislative changes to PVG requirements are coming into force from 1st April 2025. CH updated on the sub strategy, highlighting some change in focus including the new CRM system. It was acknowledged that there has been a substantial amount of work and projects ongoing in the first three months of the year and thanks were relayed to the Senior Management team for this input and hard work. Advising on the targets which are currently rated red, CH informed the Board that the proposed jog scotland and Let's Go projects are still in progress. The creation of a Stakeholder Engagement Plan remains an action to be taken forward.		

6.	BACOS		
	<p>A mid-term update on strategy pillars and provisional approval of key priorities for 2025/26 was given by the senior management team.</p> <p>DF presented on key developments and priorities for Clubs and Pathways, jogscotland, and Community Impact and Health highlighting the following:</p> <p><u>Clubs and Pathways</u></p> <ul style="list-style-type: none"> • Increase in membership • Strong Club Together programme with an annual investment of £337,000 (up 58% in two years), 25 clubs involved and 33 paid officers. • Education of club leaders • Young People's Forum • Club Leader Academy • Progress of the Run, Jump, Push, Throw programme • Focus on building a sustainable volunteer base • Launch of role-specific training <p>The priorities going forward are supporting and growing the membership, the implementation of the new CRM system to understand sport participation more clearly, the launch of Let's Go, and to continue to invest in the Club Together Programme and commercial expansion.</p> <p><u>jogscotland</u></p> <ul style="list-style-type: none"> • Development of the first-ever jogscotland programme strategy with clear long-term ambitions. • Financial investment made in a new jogscotland Programme Manager role with expanded responsibilities. • Introduction of a new paid structure for group affiliation and individual membership, balancing financial sustainability with accessibility. • Establishment of the Jog Leaders Forum for consultation and feedback, ensuring proposals reflect member needs. <p>Priorities going forward are a formal proposal to be presented to the Forum later this month, aiming for a more impactful and sustainable programme.</p> <p><u>Community Impact and Health</u></p> <ul style="list-style-type: none"> • DF highlighted the partnership with SAMH and rolling out the I'm Here programme to the wider workforce. • The Community Impact Team are continuing to identify partners and understanding barriers to participation from underrepresented groups. • Local leaders from underrepresented groups are being employed by clubs. <p>TO'H asked if mental well-being support would extend to athletes nearing the end of their careers. MP confirmed it would, with ongoing efforts to provide support and structure for those transitioning out of the pathway.</p> <p><u>Competitions</u></p> <p>AL presented on Competitions highlighting the following:</p>		

	<p>Key achievements over the past two years:</p> <ul style="list-style-type: none"> • Publishing the Competitions Pathway • SuperTeams participation increased by 20% • Adjusted district competition formats • supporting development pathways across all age groups • Launched a high-quality National Series of Events in partnership with others (EAP etc) • Innovative formats (U14 T&F) • Secured UK Cross Challenge fixture in January • Hosted UK Athletics Combined Events Championships in Glasgow for the first time and opened discussions to host again next year. • Continued strong delivery of off-track and cross-country competition • Officials and volunteer support <p>JR asked about the BMC events and if there is any benefit to hosting this in Scotland. MP advised that the fixture list is already very congested. But potential to align with an existing event.</p> <p>Priorities going forward are to implement the Age Group changes in the next financial year, and the launch of the new CRM system which will improve data collection and tracking of levies</p> <p><u>Performance</u></p> <p>MP provided a Performance overview highlighting the mid-term reflections:</p> <ul style="list-style-type: none"> • Continued success and strong performance in Olympic/ Paralympic Pathways • Ongoing success across track and off-track disciplines • New staffing structure in place • Progress with University Training Hubs, especially at Stirling. • Scottish representation in GB teams is strong. • Funding challenges continue • Changing landscape at SIS and UK Athletics may reduce numbers in some Scottish-based programmes but aligns with opening opportunities via university training hubs. <p>Priorities going forward are:</p> <ul style="list-style-type: none"> • Selection and medal targets • Continued monitoring of pathway, representation and retention • Maintain or improve the number of athletes meeting Commonwealth Games qualification standards, especially in field and combined events. <p><u>Partnerships and Commercial:</u></p> <p>CH presented on Partnerships and Commercial highlighting the following:</p> <ul style="list-style-type: none"> • Current focus areas still reflect the long-term priorities set out at the beginning of the strategy period. • Significant uplift in funding from sportscotland enabled creation of new roles in both development and performance teams • Partnership success including Polytan. • Ongoing partnerships with <i>SAMH</i>, <i>Daily Mile</i>, <i>Parkrun</i>, and growing involvement from the <i>London Marathon Foundation</i>. 		
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	<ul style="list-style-type: none"> Limited large-scale commercial partnerships secured so far. Key focus on larger propositions, particularly around jogscotland and Let's Go. The growth and sustainability of Athletics Trust Scotland. Strategic partnerships continue to be crucial to evolving our work and using collective power to attract investment. <p>The key priorities going forward are to:</p> <ul style="list-style-type: none"> Secure a lead sponsor for at least one of our key partnership projects Continued support of growth for the ATS Marketing and Comms plan (creating the right culture across our sport and growing the SAL brand beyond 13,500 members via website and platforms. <p><u>Comms</u></p> <p>PJ presented on comms highlighting the following:</p> <ul style="list-style-type: none"> Web and social media figures across social media channels from January to December 2024, with a highlight being over one million views on YouTube reached at the end of 2024, an increase of 156% compared to 2023. An overview on the most visited pages on our website with events and the Olympics proving big hitters. Strong impact – image with Megan Keith and Eilish McColgan. Emphasis on culture creation within athletics – making friends through athletics. Increased views were seen around the Olympics, Eric Liddle Awards and Laura Muir receiving her bronze medal after nine years. LinkedIn has also seen an increase in figures with jobs and other stories being advertised. <p>Priorities going forward are continuing to do more in-house video content and event coverage, looking at underrepresented events like sprints and jumps, and targeting mid-race footage, and behind-the-scenes culture.</p> <p><u>Coaching and Welfare</u></p> <p>JM presented on Coaching on welfare highlighting the following:</p> <ul style="list-style-type: none"> The Coaching Review – this will be shared with the Board in due course. An update on the Coach Education Management Group. Focus on next stage qualifications. Looking at mapping towards different qualifications. England Athletics led a UK-wide survey on this in conjunction with a consultant. Collaboration with UK Athletics and the HCAFs to modernise coaching qualifications. Reviews of Athlete Development Model. Update on licence data Development of the Find a Coach tool. Recruitment of coaches to assist clubs Subsidy – application cycle for year three Pilot of fully online coaching assistant course. 24 sign ups from Highlands and Islands. 		
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	<ul style="list-style-type: none"> Improvement in PVG turn around times. Induction and upskilling of Welfare Officers in clubs. <p>Key priorities are:</p> <p>Coaching</p> <ul style="list-style-type: none"> Embed new CPD Programme for coaches that aligns to the athlete pathway (taking into consideration the recommendations of the UK-wide coach education review) and pilot “connecting coaches” (mentoring) programme. Roll out coaching assessment tools for clubs Maximise use of JustGo for coaching services <p>Welfare</p> <ul style="list-style-type: none"> Support sport with implementation of PVG legislation changes Maximise use of JustGo for PVG processing <p><u>Leadership, Culture and Foundations</u></p> <p>CH provided highlights including:</p> <ul style="list-style-type: none"> New President and Commission Convenors Moving to Inclusion Framework New CRM system UK Anti-Doping Assurance Framework <p>The key priorities for 2025/26 will be to:</p> <ul style="list-style-type: none"> Revise the Articles of Association and proposals for the 2025 AGM Full implementation of the CRM system Finalise implementation plan with Moving to Inclusion mentor Achieve an assessment of Meeting Standards or above in the SGB audit Present to Board for agreement revised 3-year financial plan 		
7.	Commercial Committee		
	<p>A proposal for a three-year agreement with England Athletics to fulfil the commitments relating to Scottish Athletics and Solgar as outlined in the circulated sponsorship agreement between England athletics and Nestle UK Limited was presented to the Board.</p> <p>The proposal was approved subject to information being received.</p>		
8.	Commercial Committee		
	<p>A proposal for a two-year rewards agreement with Endurance Zone was presented to the Board.</p> <p>The proposal was approved.</p>		
9.	2025/26 Budget and Finance Update		
	<p>DA presented on the 2025/26 draft budget.</p> <p>In discussion with budget holders and the Audit and Risk Committee, the current budget position for 2025/26 is sitting at a deficit of £42,000. This deficit takes into consideration the usual income streams and expenditure incurred in the normal course of running the business, in addition to several areas either imposed, or necessary for the business to remain efficient.</p>		

	<p>Loss of UK Athletics investment and changes to National Insurance Contribution thresholds have contributed to the deficit.</p> <p>We are continuing to look at ways to address the deficit and bring in strategies to mitigate the impact.</p> <p>HF asked what the biggest risk is if the deficit can't be met. CH advised that the three-year Finance Plan would be brought back to Board in June.</p> <p>The draft budget was approved.</p>		
10.	Remuneration Proposals		
	<p>This item was moved to the end of the agenda.</p> <p>The Remuneration Committee proposal was discussed by the Board. The Board proposed a 2% increase for staff which was unanimously approved.</p>		
11.	New Club Applications		
	<p>DF presented on a new club application from Arran Runners. It was advised that this club have previously been affiliated but became inactive due to challenges. They are now seeking reaffiliation.</p> <p>The Board approved the applications subject to the following conditions:</p> <ul style="list-style-type: none"> • Candidate for welfare officer roles completes current qualifications. • Enrolment in course and completion of necessary welfare checks and training • Full implementation of safeguarding policies 		
12.	Commonwealth Games 2026		
	<p>MP advised that the total team size for the 2026 Commonwealth Games will be announced at the end of April. The selection policy will go live in March, but will be updated once the team size is known. It was advised that early communication is paramount, so athletes understand selection expectations.</p> <p>The places for para-athletes in considered separately and numbers are in addition to the above.</p>		
13.	Risk Register		
	<p>GO presented on the updates for the risk register for approval, highlighting the positive movements towards reduced risks around the closure of Grangemouth Stadium, the loss of current office base, and the cancellation of the Commonwealth Games.</p> <p>An increase in risk around income, reserves and redundancy was highlighted.</p> <p>The updated register was approved by the Board.</p>		
14.	ATS Service Level Agreement		
	<p>Approval for the standard annual agreement with ATS was sought. CH advised that no major changes have been made.</p> <p>The renewal of the Service Level Agreement was approved.</p>		
15.	Eligibility		
	<p>CH advised that the Eligibility Committee recently met to discuss a proposed change to the Commonwealth Games policy in expand eligibility to include athletes with a grandparent born in Scotland, aligning with World Athletics rules.</p>		

	<p>The Board was asked to approve this policy change for the Glasgow 2026 Commonwealth Games. This was approved by the Board.</p> <p>A related proposal to amend the Articles of Association to apply the same grandparent eligibility rule for Scottish international selection more broadly was also put to the Board. The proposal for this to be presented at the 2025 AGM was approved.</p>		
16.	BACOS - Community Impact and Health		
	This item was covered by DF under item 6.		
17.	Grangemouth Stadium		
	CH updated the Board on Grangemouth Stadium. Necessary building works have now been approved and the handover of the lease to the Grangemouth Community Sports Trust is scheduled for the beginning of June.		
18.	sportscotland Annual Investment		
	CH updated on the annual investment from sportscotland , advising that a mid-term review was conducted in September, and the annual return and investment request submitted to sportscotland in January. The investment request is currently being reviewed, and feedback is expected in the coming weeks.		
19.	EDI Update		
	CH updated the Board on the Transgender Policy. He advised that the latest changes to the policy will be presented to the UK Athletics Board tomorrow and this will be circulated to the Board of scottishathletics and the other HCAFs for approval.	Updated Transgender Policy to be presented to Board for approval	
20.	Anti-doping		
	MP advised that monitoring would continue to ensure all performance athletes and their coaches complete the mandatory online anti-doping education course. The 2025 WADA list has been communicated through the usual channels.		
21.	AOB		
	Date of next meeting		
	Monday 9 th June 2025 (online)		