

Minutes of the Board					
Date/Time	08 September 2025	Location	Emirates Arena, Glasgow		
Attendees	Initials		Attendees	Initials	
David Ovens	DO	Chair	Dawn Allan	DA	Head of Operations
Colin Hutchison	CH	Chief Executive Officer	Mark Pollard	MP	Head of Performance
Alistair Aitchison	AA		Peter Jardine	PJ	Head of Communications
Jill O'Neil	JO'N		Ally Love	ALO	Head of Competitions
Chuxx Onyia (online)	CO		Julie Mollison	JM	Head of Coaching and Welfare
Diane Ramsay	DR		Francesca Snitjer	FS	Executive and Equalities Officer
Terry O'Hare (online)	TO'H				
Graeme Oudney	GO	Chair of Audit and Risk Committee			
Alison Lunn	AL	sportscotland Representative			

Apologies	Initials	
John Rodger	JR	President
Helen Fallas	HF	
Michael Johnston	MJ	
Eilidh Doyle	ED	

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 9 June 2025 and matters arising	All
5.	CEO Report – with updates and discussions on critical items and sub-strategy	CH
6.	Updated policies for approval	DA
7.	EDI Advisory Group Terms of Reference	CH
8.	New Club Applications	CH
9.	National Records Ratification update	DR
10.	BACOS – update on Performance environments	MP
11.	BACOS – update on Partnerships and Commercial	CH/PJ
12.	Grangemouth Stadium	CH
13.	Financial Planning 2025-28	CH/DA
14.	Finance Update	DA
15.	EDI update	CH/FS
16.	Auditors – update on audit findings report	DO/GO
17.	AOB	All
	Date of next meeting: Monday 17th November 2025	
	Club Conference and Annual Awards: Saturday 29 th November 2025.	

Ref	Discussion/Resolution	Action	Update
1, 2	Welcome, Introductions and Apologies.		
	DO welcomed everyone to the meeting. He advised that apologies have been received from JR, ED, HF, MJ. CO and TO'N will be joining online.		
3.	Declarations of Interest		
	There were no declarations of interest.		
4.	Minutes of previous meeting		
	The minutes of the previous meeting held on 9 th June 2025 were approved.		
5.	CEO report and Sub-strategy		
	<p>CH updated on the circulated document.</p> <p>Item 1: We are continuing to work with JustGo on affiliation, competition and licence platforms which have caused more challenges during GoLive.</p> <p>There has been a promising initial uptake of the Premium Membership for jogscotland, but the introduction of an annual fee for groups and the registration process has been met with mixed reactions.</p> <p>Laura McCallum has resigned as Company Secretary. Thanks were relayed to Laura from the Board and Senior Management Team. An update on the recruitment of a new Company Secretary will be given to the Board in due course.</p> <p>JR has agreed to replace Ron Morrison as the Scottish representative on UK Members.</p> <p>Item 2: Hazel Crawford has been recruited as the new Head of Development and Participation. Hazel will start her role at the end of October.</p> <p>Lorna Whyte is retiring from the organisation at the end of September. CH wished to record his thanks to her.</p> <p>Item 3: Congratulations was relayed to the athletes who were selected for recent championships.</p> <p>Item 8: An update on welfare matters was provided.</p> <p>CH advised that there will be a Governance Audit at the beginning of December.</p>		
6.	Updated policies for approval		
	<p>Board approval was sought for the following updated policies:</p> <ul style="list-style-type: none"> • Anti-Corruption Sports Betting Policy • Business Continuity Policy • Code of Conduct for Partakers • Disaster Recovery Policy <p>Policies were approved.</p>		
7.	EDI Advisory Group Terms of Reference		

	<p>Board approval was sought was the updated EDI Advisory Group Terms of Reference.</p> <p>Terms of Reference were approved.</p>		
8.	New Club Applications		
	<p>CH advised that an application for affiliation had been received from Kilsyth Runners.</p> <p>The application was approved.</p>		
9.	National Records Ratification Update		
	<p>DR advised of a proposed change of process for the ratification of National records.</p> <p>Currently, once approved by the Track and Field Commission, track and field records are presented to the Board for ratification. Due to the timing of the Board meetings this means that approved records can wait for several months before being ratified.</p> <p>To speed up the process of ratifying records, it is being proposed that once records are approved by the Track and Field Commission they will be circulated by email from the Track & Field Commission Convenor to the Board for approval. In the event that any record requires further discussion by the Board the ratification of that record will be postponed until the next Board meeting.</p> <p>The process was approved by the Board. It was suggested that a deadline be given to the Board for each ratification.</p>		
10.	BACOS – Performance Environments		
	<p>MP presented on Performance Environments highlighting the following:</p> <p>An update on selection for the World Championships and the World Para Championships. Ten athletes have been selected for Tokyo, which will take place from 12th to 20th September. Three athletes have been selected for Delhi (26th September to 5th October).</p> <p>An update on the Commonwealth Games including an update on standards met so far.</p> <p>Key areas throughout 2025:</p> <ul style="list-style-type: none"> • Performance Pathway Programmes (National Academy and Performance Foundations) • Performance Development Activities (Event Group Projects and National Projects) • Event Group Projects (Coach/athlete opportunities and Event Specific Competition opportunities). • National Projects (Profiling/testing, and competition opportunities). • Priorities and reflections of University Hubs • Additional investment areas (National Talent Manager and National Field and Combined Events Manager). 		
11.	BACOS – Partnership and Commercial		
	<p>PJ provided an update on Marketing and Communications, highlighting the following:</p> <p>Stats from the 2024-25 Lindsays Cross Country season across including views of Lindsays XC content across all channels (3,127,822). Total reach, content views and content engagement across social media channels Facebook, Instagram and YouTube.</p>		

	<p>PJ advised that we are close to signing off a new contract with Lindsays, which would include the road race series.</p> <p>An update was given on Eilidh Miller, who started her role as Digital Content Creator and Marketing Officer in May. Her work engaging young people in the sport has already had a significant impact on Instagram and TikTok.</p> <p>CH updated the Board on Commercial partnerships. It was advised that the UK government will support Athletic Ventures in a bid to host the World Championships and World Para Athletics Championships in 2029.</p> <p>Jenny Selman has been appointed as Head of Fundraising and Development for Athletics Trust Scotland. The recruitment for new Trustees has now commenced.</p>		
12.	Grangemouth Stadium		
	<p>CH provided an update on Grangemouth Stadium advising that Craig Stewart has taken on the role of Stadium Manager for Grangemouth Community Sports Trust.</p> <p>Robin Strang is continuing to work with the Trust on the business plan and the community asset transfer application.</p>		
13.	Financial Planning 2025-28		
	<p>CH advised of the current position for 2025-26, including the projected budget deficit and updated projection.</p> <p>Most significant differences can be easily explained and don't show a consistent pattern – the impact of National Insurance and unpredictability of levies.</p> <p>CH gave an overview of the scenario planning for the coming three years, highlighting the potential impact of reduction in sportscotland funding (87% of our roles have sportscotland funding contribution to their cost) and an estimate of increase in expenditure over the next three years. A plan for a 2% increase for staff each year will be incorporated into the budget.</p> <p>Proposed primary and secondary measures for income generation were discussed. Primary measures include an increase in membership fees and figures, income from jogscotland Premium and the Let's Go project and coach membership. Secondary measures include coach and officials' education and entry fees.</p> <p>Areas of potential cost reduction was also highlighted, including in-house coach and official education and looking at the expenditure for the National Club Conference and Annual Awards Dinner.</p> <p>The website will require an update in the near future.</p>		
15.	Finance Update		
	<p>DA presented on the Finance Report for quarter 1, advising that we are slightly behind expectations. Variances include education income, which is less than forecast, likely to be a timing difference and will be reversed in later periods, and not all costs have been received for this quarter under the Hill Running budget. This will be reversed in quarter 2.</p> <p>Reserves have been reduced significantly in this quarter due to the deficit, but this is not unexpected at this stage. Currently, reserves are forecast to be in the region of £370,000 at the end of the financial year 2025-26.</p>		

16.	Equality, Diversity and Inclusion update		
	FS updated on the recruitment of three new members to the EDI Advisory Group – Richard Clark, Julie McElroy and Jack Brodie.		
17.	Auditors		
	GO updated on the finance audit, advising that the year-end accounts have now been signed off. It was overall very positive, with only one observation made in the final report.		
17.	AOB		
	Date of next meeting Monday 17 th November 2025 (online)		