

Minutes of the Board					
Date/Time	17 November 2025	Location	Online		
Attendees	Initials		Attendees	Initials	
David Ovens	DO	Chair	Dawn Allan	DA	Head of Operations
John Rodger	JR	President	Mark Pollard	MP	Head of Performance
Colin Hutchison	CH	Chief Executive Officer	Peter Jardine	PJ	Head of Communications
Alistair Aitchison	AA		Ally Love	ALO	Head of Competitions
Helen Fallas	HF		Julie Mollison	JM	Head of Coaching and Welfare
Chuxx Onyia	CO		Hazel Crawford	HC	Head of Development and Participation
Diane Ramsay	DR		Francesca Snitjer	FS	Executive and Equalities Officer
Michael Johnston	MJ				
Graeme Oudney	GO	Chair of Audit and Risk Committee			
Alison Lunn	AL	sportscotland Representative			

Apologies	Initials	
Jill O'Neil	JO'N	
Terry O'Hare	TO'H	
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 8 September 2025 and matters arising	All
5.	CEO Report – with updates and discussions on critical items and sub-strategy	CH
6.	Finance Procedures	DA
7.	Financial Planning 2026-29	DA
8.	New Club Applications	CH/HC
9.	EDI Policy	FS/DA
10.	Track and Field Commission Terms of Refence	DR
11.	Board Recruitment	DO
12.	Nominations Committee recommendation	JR
13.	National Records Ratification update	DR
14.	BACOS – update on Competitions	ALO
15.	BACOS – update on Coaching and Welfare	JM
16.	Glasgow 2026	MP/CH
17.	Finance Update	DA
18.	EDI Update	CH/FS
19.	AOB	All

	<p>Date of next meeting: Board meeting dates for 2026:</p> <ul style="list-style-type: none">Monday 19th January 2026Monday 16th March 2026Monday 15th June 2026Monday 7th September 2026Monday 16th November 2026		
Ref	Discussion/Resolution	Action	Update
1, 2	Welcome, Introductions and Apologies.		
	<p>DO welcomed everyone to the meeting. He advised that apologies have been received from JO'N, ED and TO'H.</p> <p>HC was welcomed to her first meeting.</p>		
3.	Declarations of Interest		
	<p>There were no declarations of interest.</p>		
4.	Minutes of previous meeting		
	<p>The minutes of the previous meeting held on 8th September 2025 were approved.</p>		
5.	CEO report and Sub-strategy		
	<p>CH updated on the circulated document. The passing of former Honorary President, Sir Menzies Campbell, and condolences from the Board was noted for the minutes.</p> <p>Item 1: It was advised that the increase in membership fees was approved at the AGM in September. The rollout of the JustGo platform is continuing, with updates to competition still taking place. To aid with the recruitment for a new Board member, a skills matrix will be sent out to the Board for completion.</p> <p>Item 2: Sophie Allan has resigned and will be leaving at the beginning of December. The role will be reviewed prior to readvertising.</p> <p>Item 3: Congratulations were relayed to the athletes who won medals at the World and World Para Athletics Championships in September.</p> <p>Item 4: This item is on the agenda.</p> <p>Item 6: Lindsays have confirmed a new four-year sponsorship agreement, which will also include road racing. CH thanked PJ for his work on this.</p> <p>Item 9: At the Scottish Disability Sport Awards, Ben Sandilands won the Findlay Calder Trophy and Gordon Innes (VP-Glasgow) was awarded the Russell Hogg Trophy.</p> <p>CH highlighted on the sub strategy under Clubs and Pathways advising that the outcome on Let's Go has been rated amber as the target of 15 clubs has not yet been met, but that we remain on track to deliver the programme by 31 March 2026.</p> <p>CO asked about AI and how this was being used within the organisation and by the Board to benefit the business and the sport. CH advised that</p>		

	staff had all received training through a workshop. DA added that part of the training also highlighted security and the importance of being careful what information is fed into an AI platform, particularly with regards to confidential documents.		
6.	Finance Procedures		
	<p>The updated Finance Procedures presented to the Board were approved.</p> <p>HF enquired around the requirement for items over £10k – is there a requirement to have more than one quote? DA advised that anything over £10k should go out to tender unless it is something specific like a particular facility that we need to use. DA to check that this is specified in the document.</p>	DA to check wording re items over £10k in document	
7.	Financial Planning 2026-29		
	<p>CH presented on the circulated paper. The various scenarios were outlined and what that would mean for the organisation in terms of our financial position over the next three years. Important that the Board are fully aware of the financial challenges that scottishathletics face and what might be necessary to make sure that the organisation is in a sustainable financial position moving forward. Several income generating measures that are either already implemented or planning to be implemented were outlined. CH highlighted the significant increase in costs and the reduction in income from UK Athletics. It was also noted that the investment from sportscotland has stayed the same since the start of the 2023 financial year.</p> <p>Specific monitoring of income generation measures will be included in future Board papers. These measures will also be reflected within the sub-strategy.</p> <p>The Audit and Risk Committee have already spoken about reviewing the Reserves Policy to make sure that it is fit for purpose.</p> <p>Updates will be given to the Board in January and March, with a full reassessment taking place in June against the measures that have been set out.</p> <p>CH advised that until the next election, it is difficult to know what investment in sport is going to look like for the next financial year.</p> <p>JR enquired about income generation from sponsors and is there someone in the organisation focussed on this. CH advised that there is no one individual responsible for this, but a Commercial Committee was created 18 months ago to take this forward. HF requested if more detail on the work already being done within this Committee could be shared.</p>	Detail on work within Commercial Committee to be shared with Board	
8.	New Club Applications		
	<p>HC advised that an application for affiliation had been received from Islay Running Club.</p> <p>The application was approved subject to the following conditions:</p> <ul style="list-style-type: none"> • Affiliation process is completed and required fee paid • Welfare Officer completes training and safeguarding • Club meet all the safeguarding requirements • One of their volunteers completes training for an athletics coach (level 2) qualification within the next six to nine months. 		

9.	EDI Policy		
	<p>FS advised that the EDI policy has been updated. The main change is the inclusion of hate crimes under Forms of Discrimination and Discriminatory Behaviour</p> <p>The policy was approved by the Board.</p>		
10.	Track and Field Commission Terms of Reference		
	DR presented the updated Terms of Reference to the Board, advising that the main change is around the recruitment of new members, looking at designated roles. The Terms of Reference were approved by the Board.		
11.	Board Recruitment		
	The job advert for the Board recruitment was approved by the Board.		
12.	Nominations Committee Recommendations		
	<p>There was a discussion around the recommendations received from the Nominations Committee.</p> <p>The recommendations were approved by the Board.</p>		
13.	Building a Culture of Success – Competitions		
	<p>ALO presented on competitions providing an update to the Board on the following:</p> <ul style="list-style-type: none"> • Entry numbers across the age groups highlighting growth and decline over the past ten years. Numbers within U13 and U15 age groups have decreased from 2024 but are up from 2023. • Relay numbers are reducing – this will be monitored by the Track and Field Commission to decide if a format change is required. • The Senior Championships are taking place in Aberdeen for 2026, so expect there to be a decline in entries. • Key priority for Officials Commission and Competitions Team to be to increase the number of officials supporting the championship through recruit, reward and retention projects. • The National Track and Field competition pathway 2026 and beyond across the age groups. • An update on the competition changes – increasing capacity by providing more opportunities and slots available. 		
14.	Building a Culture of Success – coaching and welfare		
	<p>JM presented an update to the Board on Coaching and Welfare highlighting the following:</p> <ul style="list-style-type: none"> • A recap of the changes to the PVG Scheme advising that the team have been working together with a number of different agencies and other sports. It has become a legal requirement for anyone in a regulated role to have a PVG done in advance of undertaking the role – the PVG must be linked to the organisation. Further changes are being brought in April 2026. • Online sessions on the updates to the PVG Scheme have been delivered to club welfare officers, club together officers and other club bearers. News articles and emails have also been distributed. • An update on staffing within the Welfare Team following the retirement of Lorna Whyte. Work is ongoing to build support for the welfare officers, and Morva McKenzie and Lisa Turner have attended the National Club Conference, the Club Leaders 		

	<p>Conference and the National Academy, speaking to athletes, coaches and parents as well as doing some scenario planning.</p> <ul style="list-style-type: none"> • An update on Coaching highlighting six recommendations have now been agreed across the HCAFs at the Coach Education Management Group's coaching review. • There has been an increase in leader and running fitness courses. • Key piece of work is exploring options with JustGo around licensing. • Creation of a club audit with the Development Team, looking at coach recruitment plans that clubs have in place, the subsidy offers and finance. 		
15.	Glasgow 2026		
	<p>MP updated the Board on Glasgow 2026 highlighting the following:</p> <ul style="list-style-type: none"> • The current progression towards nomination – 27 athletes are currently eligible to compete for Scotland who have achieved standards within the window. Some have achieved standards in multiple events. On the para side, there are currently six athletes currently ranked in the top seven across four events. • Selection dates • Athletes who have already been selected – Jake Wightman, Megan Keith and Neil Gourlay. • Discussions are taking place with kit sponsor Joma and looking to finalise kit design and order over the next month. 		
16.	Anti-doping		
	MP updated on the anti-doping paper. There were no further questions.		
17.	Finance Update		
	DA updated the Board on the Q2 management accounts. It was advised that we are a little behind where we were forecast but still anticipate coming in around budget by the end of the financial year.		
18.	EDI update		
	CH advised the Board that following discussions with our mentor, Louise Tideswell, it has been decided to concentrate on the Leadership Pillar of the Moving to Inclusion Framework.		
19.	AOB		
	<p>Date of next meeting:</p> <p>Board meeting dates for 2026</p> <ul style="list-style-type: none"> • Monday 19th January 2026 • Monday 16th March 2026 • Monday 15th June 2026 • Monday 7th September 2026 • Monday 16th November 2026 		