

Minutes of the Board					
Date/Time	19 January 2026	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				
Jill O'Neil	JO'N				
Graeme Oudney	GO	Chair of Audit and Risk Committee			
Alison Lunn	AL	<b>sportscotland</b> Representative			

Apologies	Initials	
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 17 November 2025 and matters arising	All
5.	CEO Report – with updates and discussions on critical items and sub-strategy	CH
6.	Risk Register	GO
7.	Risk Management Policy	DA
8.	Conflict of Interest Policy	DA
9.	Code of Conduct	DA
10.	Finance Software Package	DA
11.	Joma Contract	CH
12.	RR&XC Commission Terms of Reference	MJ
13.	Officials Commission Terms of Reference	AA
14.	New Club Applications – Queen's Park Athletics Club	HC
15.	BACOS – update on foundations, leadership and culture	DA/CH
16.	BACOS – update on clubs and pathways	HC
17.	Glasgow 2026	MP/CH
18.	Board Recruitment	DO
19.	Finance Update	DA
20.	EDI Update	CH/FS

21.	AOB		
	<p>Date of next meeting: Board meeting dates for 2026:</p> <ul style="list-style-type: none"> <li>• Monday 16<sup>th</sup> March 2026 (Emirates)</li> <li>• Monday 15<sup>th</sup> June 2026</li> <li>• Monday 7<sup>th</sup> September 2026</li> <li>• Monday 16<sup>th</sup> November 2026</li> </ul>		
Ref	Discussion/Resolution	Action	Update
1, 2	<b>Welcome, Introductions and Apologies.</b>		
	DA welcomed everyone to the meeting and advised that apologies had been received from ED and TO'H		
3.	<b>Declarations of Interest</b>		
	There were no declarations of interest.		
4.	<b>Minutes of previous meeting</b>		
	<p>The minutes of the previous meeting held on 17<sup>th</sup> November 2025 were approved.</p> <p>Matters arising - CH advised that further discussions have taken place regarding communications about the revoking of awards.</p>		
5.	<b>CEO Report</b>		
	<p>CH updated on the circulated document.</p> <p>Item 3 – It was advised that a Sponsorship Guide to assist in a more proactive approach to growing income through sponsorship is close to being finalised. This will be shared with the Board later in due course.</p> <p>Item 4 – Chloe Oster has recently been appointed as new National Community Impact Officer.</p> <p>Item 5 – Congratulations were relayed to the five Scottish athletes who have been named on the Paralympic World Class Programme for 2025/26.</p> <p>Item 6 – Amdavad, India, was named as the host for the Centenary Commonwealth Games in 2030.</p> <p>Item 7 – CH provided an update on Commercial partnerships.</p> <p>Item 8 – The second EAP Glasgow Internation will take place on Saturday 31<sup>st</sup> January with over 800 tickets sold so far.</p> <p>Item 11 – Congratulations were relayed to Local Community Impact Leader, Kebba Sanneh, who was named Young Community Champion of the Year at the Glasgow Times Community Champion Awards in December.</p> <p>Item 12 – A list of the Urbane Media documentaries that have been produced so far were highlighted to the Board, including the latest one showcasing female coaches in athletics in Scotland.</p> <p>Item 13 – An update on facilities was provided.</p> <p>Item 14 – CH updated the Board on the Safe Sport project, advising that further updates will be provided to the Board at the appropriate time.</p>	<p><b>Sponsorship Guide to be shared with Board</b></p>	

	CH provided an update on funding on the back of the Scottish Budget announcement.		
<b>6.</b>	<b>Risk Register</b>		
	<p>GO advised that the risk around the closure of Grangemouth Stadium has been reduced. The risk for loss of staff, redundancy and reserves has been increased due to wider financial challenges.</p> <p>The risk around the cancellation of the Commonwealth Games has been removed with the announcement of the 2030 Games in India.</p> <p>It was suggested to include in the register a demonstration of overall financial risk trends, better reflecting the challenging financial environment. It was agreed to look at including a clearer overall trend view across risk areas.</p> <p>The changes to the report were approved.</p>	<b>Look at including trend view to risk register.</b>	
<b>7.</b>	<b>Risk Management Policy</b>		
	<p>DA referred to the circulated Risk Management policy, highlighting the proposed changes.</p> <p>The updated policy was approved by the Board.</p>		
<b>8.</b>	<b>Conflict of Interest Policy</b>		
	<p>DA referred to the circulated Conflict of Interest policy, highlighting the proposed changes.</p> <p>The updated policy was approved by the Board.</p>		
<b>9.</b>	<b>Code of Conduct</b>		
	<p>DA referred to the circulated Code of Conduct, highlighting the changes.</p> <p>The updated policy was approved by the Board.</p>		
<b>10.</b>	<b>Finance Software Package</b>		
	<p>DA advised that due to the limitations of our current finance and accounting infrastructure, an evaluation of available options for other finance management software has taken place. The circulated paper outlines the proposal to replace Sage 50 Accounts with Iplcitic.</p> <p>The proposal was approved by the Board.</p>		
<b>11.</b>	<b>Joma Contract</b>		
	<p>CH presented the proposal to the Board to extend the contract with Joma, on the existing terms until 31<sup>st</sup> December 2030.</p> <p>A typo in the Addendum was noted – the date under Terms and Conditions 6.1 should state 2030 instead of 2031.</p> <p>The proposal was approved by the Board.</p>		
<b>12.</b>	<b>RR&amp;XC Commission Terms of Reference</b>		
	<p>MJ outlined the changes to the Terms of Reference.</p> <p>The Terms of Reference were approved by the Board.</p> <p>JR wished to note that no formal discussions have taken place yet with the Commission around the potential upcoming changes to the competition calendar, which could significantly impact the current structure.</p>		
<b>13.</b>	<b>Officials Commission Terms of Reference</b>		
	AA outlined the changes to the Terms of Reference.		

	The Terms of Reference were approved by the Board.		
<b>14.</b>	<b>New Club Applications</b>		
	<p>HC advised that an application for affiliation had been received from Queen's Park Athletics Club.</p> <p>The club will initially be an adult only until they have the required number of qualified and licenced coaches in place, and the relevant safe-guarding policies. They will operate mainly as an off-track club.</p> <p>The application was approved by the Board.</p>		
<b>15.</b>	<b>BACOS - Foundations, leadership and culture</b>		
	<p>CH, DA and FS presented on Foundations, Leadership and Culture, highlighting the following:</p> <ul style="list-style-type: none"> <li>• CH provided an update on JustGo which was launched in June 2025. The platform is now used for membership, affiliation and competition entries. Meetings are to continue with JustGo around competition licensing, reports, coaches and officials licensing and PVGs.</li> <li>• CH presented on Governance, updating on the reviewed Terms of Reference for Commissions, the Governance Audit, succession planning for the Board including the Honorary President role, the Commission and Sub-Committee Annual Review and where there are still plans to create focus groups, particularly around clubs, performance and competition. He also advised that the SGB CEO Forum played a large part in the success in the increase in budget for sport at the latest Government announcement.</li> <li>• DA updated the Board on the recent survey that was sent out to all staff. The questions centred around office facilities, mental health and EDI. The results were pretty much as expected, and confirmation that measures being put in the place are the right ones. Monthly staff get together sessions have been planned for 2026, both in-person and online. Training opportunities will be offered to staff at some of these meetings. A session for Board and staff has also been planned for February.</li> <li>• DA advised that more efficient ways of communication with the Board is being explored.</li> <li>• FS updated the Board on EDI, highlighting the work on the Moving to Inclusion Framework. It has been agreed with our Mentor that the focus initially will be on the Leadership pillar.</li> <li>• There is an in-person EDI Advisory Group meeting this weekend to start pulling together an EDI Action Plan.</li> </ul> <p>HF wished for recognition of the huge amount work being done across the organisation to be minute-ed.</p>		
<b>16.</b>	<b>BACOS – Clubs and pathways</b>		
	<p>HC presented to the Board on Clubs and Pathways, highlighting the following:</p> <ul style="list-style-type: none"> <li>• Membership and affiliation update</li> <li>• Club Together Programme – there are currently 27 clubs involved, employing 37 officers</li> <li>• Let's Go! Programme and Club Leaders Academy – one local authority and five clubs have now signed up to Let's Go!.</li> </ul>		

	<ul style="list-style-type: none"> <li>National Club Conference – 80 delegates attended from 25 clubs.</li> <li>2026 priorities – including annual <b>sportscotland</b> targets and the new strategy.</li> </ul>		
<b>17.</b>	<b>Glasgow 2026</b>		
	<p>MP updated the Board on Glasgow 2026 advising of athlete progression towards standards across the disciplines.</p> <p>Phase One of the selection process is now complete, and regular meetings are continuing with Team Scotland around preparation.</p> <p>AA expressed concerned about the lack of information around the appointment of officials. ALO advised that officials should be contacted by the end of January with letters coming from Glasgow 2026.</p>		
<b>18.</b>	<b>Board Recruitment</b>		
	CH advised on the upcoming recruitment for a new Boad member and Company Secretary. Both these roles will be advertised over the coming weeks.		
<b>19.</b>	<b>Finance Update</b>		
	<p>DA updated the Board on finance advising that initial budget discussions have been held with all budget holders and will hopefully be in a position to bring something to the March Board meeting, including the funding uplift from <b>sportscotland</b>.</p> <p>As mentioned earlier in the meeting, we have gone out to tender for a managed IT service support provider to hopefully save some costs or other efficiencies.</p> <p>With regards to the Finance Plan that was presented at the last meeting, a reminder is being sent to all coaches around ensuring that they have a Scottish Athletics coach membership. Communication was also sent to all Jog Scotland members promoting the premium membership.</p>		
<b>20.</b>	<b>EDI Update</b>		
	There were no further updates.		
<b>21</b>	<b>AOB</b>		
	<p><b>Date of next meeting:</b></p> <ul style="list-style-type: none"> <li>Monday 16<sup>th</sup> March 2026</li> <li>Monday 15<sup>th</sup> June 2026</li> <li>Monday 7<sup>th</sup> September 2026</li> <li>Monday 16<sup>th</sup> November 2026</li> </ul>		