



Company number: 03351039

Summary Minutes of a Meeting of the Board of Directors of Sports Dispute Resolution Panel Limited (trading as Sport Resolutions) held by way of a "hybrid" meeting hosted from 1 Paternoster Lane from 0930 on Wednesday 19 June 2024.

Present:

In-person

Audley Sheppard KC (AS)	Independent Non-Executive Director (Chair)
Tracy Harrison (TH)	Independent Non-Executive Director (Senior INED)
Richard Harry (RH)	Chief Executive
Nick Hayes (NH)	Independent Non-Executive Director
Kylie Brackenridge (KB)	Head of Case Management
Ross Macdonald (RM)	Head of Business Operations
Duygu Yetkincan (DY)	Marketing and Service Development Manager

Online

Adrian Stockman (ASt)	Representative Non-Executive Director (BPA)
Martin Gibbs (MG)	Independent Non-Executive Director
Mark Gannon (MGa)	Member Representative (UK Coaching)
Keith McGarry (KM)	Member Representative (NISF)

Apologies

Nigel Smith (NS)	Independent Non-Executive Director
Jacqui Traynor (JT)	Independent Non-Executive Director
Alison Mitchell (AM)	Independent Non-Executive Director
Richard Parks (RP)	Representative Non-Executive Director (WSA)
Sarah Newton (SN)	Representative Non-Executive Director (BEAA)

1. Chair's Remarks

- 1.1 The Chair welcomed all to the meeting.

Martin Gibbs, Adrian Stockman and Mark Gannon joined the meeting remotely. AS advised that Keith McGarry would join the meeting online at item 10 to provide an update on financial matters.

Apologies were received from Nigel Smith, Jacqui Traynor, Alison Mitchell, Richard Parks and Sarah Newton.

- 1.2 Board members were invited to declare any conflicts of interest arising from the agenda items. No conflicts, in addition to those raised and carried from previous meetings, were declared.

2. Minutes of Previous Meetings

- 2.1 The minutes of the Board meeting held on 13 March 2024 were considered by the directors. The minutes were approved and will be signed as an accurate record by the Chair.

- 2.2 The summary minutes of the Board meeting held on 13 March 2024 were approved and will be signed as an accurate record by the Chair. The summary minutes will be published on the company website.

- 2.3 The Board considered all matters arising.

STRATEGIC BUSINESS

3. Strategic Business

- 3.1 RH provided the directors with an update on strategic developments.

4. Performance Report

- 4.1 The Board was presented with a report of activities by the Chief Executive. The performance report was taken as read.

5. Key Performance Indicators

- 5.1 The Board considered the data for Q4 of 2023/2024 contained within the 2024 Key Performance Indicator Report, noting that all KPI's were healthy and on-track.

6. Case Management Report

6.1 The directors were presented with a report on matters handled by SR from March 2024 to May 2024. The report was taken as read.

6.2 RH provided an update on the Sport Integrity service.

7. National Anti-Doping Panel (NADP) Board

7.1 The directors were advised that the activities of the National Anti-Doping Panel were included within the Case Management Report.

7.2 The directors received the NADP case figures for the period to 31 March 2024.

8. National Safeguarding Panel (NSP) Board

8.1 The Board was advised that the activities of the National Safeguarding Panel were included within the Case Management Report.

8.2 RH provided the directors with an update on the Safeguarding Case Management Programme (SCMP).

9. Panel Appointments and Review Committee (PARC)

9.1 RH gave thanks to RM, DY, KB and Tilly Lock for their efforts in making the application, review and appointment process for the 2024-2027 panel a seamless one.

RH advised that applications were currently being accepted for the Pro Bono Service.

10. Audit and Risk Committee (ARC)

10.1 KM joined the meeting to provide the Board with an update on the activities of the Audit and Risk Committee.

10.2 The ARC meeting minutes from 30 May 2024 were taken as read.

10.3 The directors considered and approved the Financial Statement and Management Accounts for the period ending 31 March 2024.

10.4 The directors considered and approved the cash-flow forecast for the period to 30 June 2025.

10.5 The directors considered and approved the revised risk register.

10.6 RH provided the directors with an update on HR matters.

11. Marketing and Service Development Committee (MSDC)

11.1 TH provided the Board with an update on the activities of the Marketing and Service Development Committee.

11.2 The MSDC meeting minutes from 5 June 2024 were taken as read.

11.3 TH advised that the 2024 conference was the most successful to date.

AS commented that the event had been outstanding and provided input from JT advising that it had been exceptional and that the team should be very proud. MGa commented that it had been thought-provoking with excellent networking opportunities.

11.4 The directors were provided a draft of the 2023/2024 Annual Report. Thanks were given to DY for her efforts in pulling the report together and for the impressive content and style. The report was approved for publication.

12. Nominations Committee

12.1 AS advised that he had completed the 2024 director appraisals.

AS advised that he would speak with RH and RM about any individual and specific feedback.

12.2 RM advised that the delayed Board Evaluation and Skills Survey would be undertaken in July 2024.

13. Dates for Future Meetings

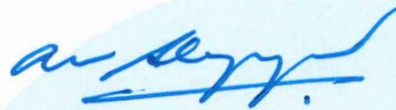
- Board meeting and AGM – from 9:30 a.m. on Wednesday 25 September 2024, 1 Paternoster Lane
- Board meeting – from 9:30 a.m. on Wednesday 4 December 2024, 1 Paternoster Lane

14. AOB

AS noted that this would be Tracy Harrison's last meeting following her decision to step down as a director at SR after seven years. AS thanked TH for her incredible contribution to the organisation. RH thanked TH for her general assistance but especially for her expertise in marketing, communications and strategy. TH gave thanks to everyone, advising that it had been a privilege and a pleasure.

Approved on behalf of the Board:

Signed:

A handwritten signature in blue ink, appearing to read 'audley sheppard', is written over a large, light blue, semi-circular watermark or stamp.

Audley Sheppard KC (Chair)

Date: 25th September 2024