



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 4 December 2024.

Present:

In-person

Audley Sheppard KC (AS)	Independent Non-Executive Director (Chair)
Richard Harry (RH)	Chief Executive
Jacqui Traynor (JT)	Independent Non-Executive Director
Mark Gannon (MGa)	Member Representative (UK Coaching)
Keith McGarry (KM)	Member Representative (NISF)
Kylie Brackenridge (KB)	Head of Case Management
Ross Macdonald (RM)	Head of Business Operations
Duygu Yetkincan (DY)	Marketing and Service Development Manager
Deirdra Jordan	Captionist (C J Captioning)

Online

Martin Gibbs (MG)	Senior Independent Non-Executive Director
Jack Anderson (JA)	Independent Non-Executive Director
Sarah Newton (SN)	Representative Non-Executive Director (BEAA)
Adrian Stockman (ASt)	Representative Non-Executive Director (BPA)
Richard Parks (RP)	Representative Non-Executive Director (WSA)

Apologies

Nick Hayes (NH)	Independent Non-Executive Director
Alison Mitchell (AM)	Independent Non-Executive Director

1. Chair's Remarks

1.1 The Chair welcomed all to the meeting.

MG, JA, SN, AS and RP joined the meeting remotely. Apologies were received from NH and AM.

AS paid tribute to Nigel Smith, following his recent passing, for his efforts as a SR director but also for his collegiality and friendship. AS informed the board that he and RM had attended the funeral service and celebration of his life, with the stories told reinforcing the view of Nigel as a wonderful, funny, intelligent and supportive man. Nigel will be greatly missed.

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 25 September 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 25 September 2024 were approved and will be signed as an accurate record by the Chair. The summary minutes will be published on the company website.

STRATEGIC BUSINESS

3. Strategic Business

3.1 The directors were invited to consider the updated Sport Resolutions strategy following its development by the Strategy Planning Group (SPG).

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 Q2 of 2024/2025 contained within the Key Performance Indicator Report.

6. Case Management Report

- 6.1 The directors were presented with a report on matters handled by SR from September 2024 to November 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 NADP were included within the Case Management Report.
- 7.2 The directors received the NADP case figures for the period to 30 September 2024.

8. National Safeguarding Panel (NSP) Board

- 8.1 The Board was advised that the activities of the NSP 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 JT advised that three appointments had been made by the PARC.

10. Audit and Risk Committee (ARC)

- 10.1 KM provided the Board with an update on the activities of the ARC, paying tribute to Nigel for the strong financial position SR finds itself in.
- 10.2 The ARC meeting minutes from 7 November 2024 were taken as read.
- 10.3 The directors considered and approved the Financial Statement and Management Accounts for the period ending 30 September 2024.
- 10.4 The directors considered and approved the cash-flow forecast for the period to 31 December 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 DY provided the Board with an update on the activities of the Marketing and Service Development Committee.

11.2 The MSDC meeting minutes from 27 November 2024 were taken as read.

11.3 DY advised that the 2025 Conference, which will be the 10th anniversary event, will take place on 1 May 2025.

12. Dates for Future Meetings

- Board meeting – from 9:30 a.m. on Wednesday 19 March 2025, 1 Paternoster Lane
- Sport Resolutions Annual Conference – Thursday 1 May 2025 from 09:30, Leonardo Royal Hotel St Paul's, London
- Board meeting – Wednesday 25 June 2025 from 09:30, 1 Paternoster Lane
- Board meeting and AGM – Wednesday 17 September 2025 from 09:30, 1 Paternoster Lane

Approved on behalf of the Board:

Signed:

A handwritten signature in blue ink, appearing to read 'audley sheppard', written over a horizontal line.

Audley Sheppard KC (Chair)

Date:

25th June 2025