

Meeting minutes

Subject Sport England Main Board

Date 15th February 2007 **Mtg** SEMB(07) 2.1

Location Victoria House, Bloomsbury Square, WC1B 4SE **Time** 10am

Chair Person Derek Mapp, Chair

Email Address alexis.freeman@sportengland.org

Present

CHAIRMAN
Derek Mapp

MEMBERS
Mr Michael Farrar
Dr Jack Rowell
Miss Ashia Hansen
Sir Andrew Foster
Mr Ged Roddy (Vice Chair)
Mr Andy Worthington

INTERIM CHIEF EXECUTIVE
Mr Stephen Baddeley

DIRECTORS
Mr Ally Cook (Director of Finance)
Mr Mihir Warty (Director of Policy & Performance)

OFFICERS
Miss Alexis Freeman – taking minutes

Item

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	APOLOGIES AND DECLARATIONS OF INTEREST	
1	<p>Derek Mapp told Members that apologies had been received from Karren Brady and Paul Herron. Derek Mapp welcomed Andy Worthington as a new member of the Sport England Main Board (North West RSB Chair).</p> <p>There were no Declarations of Interest registered.</p>	
	MINUTES OF THE 17th JANUARY MEETING	
2	<p>There were no points of accuracy and therefore the Minutes were agreed as a true record of the meeting.</p>	
	MATTERS ARISING	
3	<p>Jennie Price is attending a number of Sport England events and meetings as well as starting an induction programme before officially joining us on 2nd April 2007.</p> <p>The date for the AGM has been confirmed as 27th September and this may be held at Wembley National Stadium. Confirmation will be given of this at the next Board Meeting, Members were asked to keep the date in the diary.</p> <p>AC confirmed that he was still working on an improved method of financial reporting for RSB Chairs.</p>	
	CHAIRMAN'S REPORT	
4	<p>DM took Members through his Report.</p> <p>121 applications were received by DCMS for the Board Member positions and interviews are taking place on 12th/13th March and hopefully new members will join in April.</p> <p>DM update Members on the UKS/YST/SE meeting held on 7th February and informed them that the group will be meeting again in July, the process has</p>	

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	<p>started off well and a good working relationship is being built. GR asked if coaching had been covered, DM confirmed that Pat Duffy had been invited to attend these meetings to ensure consistency.</p> <p>LOCOG and Julia Bracewell held a meeting this week and it was agreed that coaching is the key legacy pre and post 2012 and LOCOG are looking at this as a package to find commercial funding. There is acceptance that coaching is a key element of every sporting body's work and leveraging private funding for coaching is key. Pat Duffy's report "A Framework for Coaching" will come back to Board for agreement when it is completed.</p> <p>DM advised members that this week we have confirmed that Sportmatch will be brought into SE instead of it being a separate organization. It will continue to work under the brand of Sportmatch but will be managed within Sport England. This will take place from 1st April, the speed of this move has been influenced by the retirement of the incumbent CEO. This is another project that will require regional delivery and this will be discussed with RSB Chairs to find out how best to achieve this.</p> <p>MF suggested that it might be worth SB contacting David Nicholson, The CEO of NHS, to share the opportunities available through matching Everyday Sport funding.</p>	<p>Mike Diaper</p> <p>Stephen Baddeley</p>
	<p>INTERIM CHIEF EXECUTIVE'S REPORT</p>	
<p>5</p>	<p>Stephen Baddeley took Members through the report.</p> <p>Further to ongoing discussions (which Members are aware of) with PHSO regarding historical de-committed funding we have come to an agreement with the Ombudsman and a final report will now be written. The agreed proposal requests a very acceptable outcome for SE in terms of both cost (estimated to be in the 10's of thousands) and Officer time. The payment will need approval from DCMS.</p> <p>SB explained the Leadership Journey for the benefit of Members and explained how he felt this was being received by colleagues and members of the Leadership Team itself. AF requested information relating to the Leadership</p>	<p>Stephen Baddeley</p>

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	<p>Journey specifically programme, purpose and cost. MF asked if SE should request a Capability Review. DM confirmed that once the new CEO is in place this will be discussed.</p> <p>It was agreed that staff turnover be added into future Quarterly Performance Review Reports.</p> <p>MF requested that Building Schools for the Future be added as a future agenda item in order to have a discussion on the strategic and political issues.</p>	<p>Derek Mapp</p> <p>Ally Cook</p> <p>Mike Diaper/ Alexis Freeman</p>
	DIRECTOR OF FINANCE REPORT	
6	<p>AC took Members through his report and highlighted the key areas of interest/concern.</p> <p>AC was requested to provide a report for Members showing the trend for lottery income v projections over the past 3 years.</p> <p>The Board <u>approved</u> a change in policy in relation to de-commitments. Any new commitment from 1st April 2007 that is subsequently de-committed, the monies will return to the regional/other budget from whence it came. It was <u>agreed</u> that we would monitor de-commitments over the next 12 months and review at the end of this period.</p> <p>DM re-iterated that Regions must alter their use of expenditure to ensure expenditure is not loaded towards the end of the financial year. It was agreed that a quarterly regional expenditure report should be provided to Board.</p>	<p>Ally Cook</p> <p>Ally Cook</p> <p>Ally Cook</p>
	RECOMMENDATIONS FROM SPORT ENGLAND PROJECT COMMITTEE	
7	<p>DM confirmed that once the new Board Members are in place we will strengthen this Committee (and Audit Committee) further.</p> <p>AC took Members through the paper and requested approval to de-commit £2.8m for Springhill – this recommendation was <u>agreed</u>.</p> <p>AC then took Members through the Project Committee Minutes in order to gain</p>	

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	<p>sign off from Members against the EIS Sheffield being moved across to become a Regional responsibility. The intention is to continue driving down the £786k annual subsidy on this centre. AC to confirm where the rental income is counted. Board agreed with the principle that this project should be moved over to be part of the RSB's jurisdiction with an agreed allocation and thereby reward the RSB on any further efficiencies it may achieve. Obviously, the contra would apply if the deficit increased.</p> <p>It was requested that Project Committee Minutes be included in the main body of the Board papers.</p>	<p>Ally Cook</p> <p>Alexis Freeman</p>
	BUSINESS/BUDGET PLANNING – UPDATE	
8	<p>AF asked what management principles will be exercised to reduce operating costs. AC to provide a true comparison of operating costs for next meeting. Board noted the indicative budget and approves progress for completion before the start of the new financial year.</p>	Ally Cook
	QUARTERLY PERFORMANCE REPORT	
9	<p>Mihir Warty joined the meeting and took Members through the report and tabled presentation.</p>	
	RISK MANAGEMENT	
10	<p>AC took Members through the paper and explained that each team within Sport England is currently being taken through the Risk process and a revised Risk Register will be brought to Board in May/June. The Risk Register will be brought to Board after each Audit Committee meeting in order to ensure progress is being made on all areas of concern. AF and DM to further discuss membership of the Audit Committee.</p>	<p>Derek Mapp/ Andrew Foster</p>
	AUDIT COMMITTEE REPORT	

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11	<p>AF took Members through the minutes of the January Audit Committee meeting. DM gave an update on Hampshire County Cricket Club and the need to respond seeking a definitive period for clawback.</p> <p>Clarity of NSF ownership is going through detailed discussion, including Treasury and progress will be reported back to members in March.</p>	<p>Action DM</p> <p>Action DM</p>
	ACTIVE PEOPLE UPDATE	
12	<p>MW took Members through the paper and the recommendations and some discussion ensued.</p> <p>AF highlighted that we need “smart” communication around this expenditure in order to get some of our previous critics to realise the importance of accurate measurement in achieving our objective of raising participation.</p> <p>Board Members <u>agreed</u> to take forward Option 3 (surveying a sample of 500 adults in each authority each year) as the most effective way forward, subject to procurement efficiencies.</p>	
	SPORT ENGLAND VALUE SET	
13	<p>SB explained the origin of the Value Set and invited any questions from Members.</p>	
	ANY OTHER BUSINESS	
14	<p>There was no other business raised and the meeting closed at 12.45</p>	



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	DATE OF NEXT MEETING	
15	The date of the next meeting was confirmed as Monday 19 th March 2007 to be held at Sport England's Office, Victoria House, Bloomsbury Square, London, WC1B 4SE.	

A Freeman
February 2006