

Meeting minutes

Subject Sport England Main Board

Date 17th April 2007 **Mtg** SEMB(07) 4.2

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

Chair Person Derek Mapp, Chair

Email Address alexis.freeman@sportengland.org

Present

CHAIRMAN
Mr Derek Mapp

MEMBERS
Dr Jack Rowell
Miss Ashia Hansen
Sir Andrew Foster
Mr Ged Roddy (Vice Chair)
Mr Andy Worthington
Mrs Jill Ainscough
Mr James Stewart
Mr Mich Stevenson
Mr Philip Lemanski
Mr Martin Thomas

CHIEF EXECUTIVE
Ms Jennie Price

DIRECTORS
Mr Stephen Baddeley – Director of Sport
Mr Tim Garfield – Interim Director of Regions

DCMS
Mr Paul Heron

OFFICERS
Miss Alexis Freeman – taking minutes
Mr Brian Whaley – Head of Planning Facilities and Investment

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	Item	Action
	APOLOGIES AND DECLARATIONS OF INTEREST	
1	<p>DM welcomed everyone to the meeting especially the five new Members who have joined today and Jennie Price the new CEO. Michael Farrar and Karren Brady had sent their apologies.</p> <p>There were two Declarations of Interest registered:</p> <ul style="list-style-type: none"> James Stewart declared an interest with regard to Building Schools for the future because he sits on Board of Partnership for Schools which funds BSF to some extent. Martin Thomas declared that he had assisted in writing Camelot's submission. 	
	MINUTES OF THE 19th MARCH MEETING & MATTERS ARISING	
2	<p>There were no points of accuracy and therefore the Minutes were agreed as a true record of the meeting.</p> <p>Matters Arising:-</p> <p>Item 2 - Improved reporting for RSB Chairs will be brought forward to the May Meeting.</p> <p>Item 2 - Staff turnover will be included in the May report.</p> <p>Item 3 - Strategic direction and purpose of public funding to come to May board.</p> <p>Item 10 - will come back with what we think our external relationships with lobbying will be.</p> <p>Item 12 – Legacy trust – no further progress and nothing to report, bring</p>	<p>Ally Cook</p> <p>Ally Cook</p> <p>Derek Mapp</p> <p>Derek Mapp</p> <p>Derek Mapp</p>

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	<p>forward as and when.</p> <p>AF reported that Stephen Baddeley had given him details of the Management Development Programme and Jennie Price will give an update on how this is progressing in her next CEO report.</p>	Jennie Price
	CHAIRMAN'S REPORT	
3	<p>DM took Members through his Report.</p> <p>DM informed Members that he had asked Jill Ainscough and Philip Lemanski to join the Audit Committee and Mich Stevenson and Martin Thomas to join the Project Committee. It was agreed that AC/AF would make arrangements for the new Audit members to be bought into the system.</p> <p>DM updated members on the Parliamentary Questions raised yesterday and confirmed that his relationship with Richard Caborn and Tessa Jowell remains strong and our ambition remains to raise participation by 2m people.</p> <p>Letter to Tessa Jowell (appendix 1 of DM's paper)</p> <p>Paul Heron confirmed that a formal response from the DCMS will be sent to DM this week or next week. Some discussion ensued with regard to the content of the letter which included AF commenting that it felt unsatisfactory that the Football Foundation didn't feel accountable to us and didn't seem able to spend the money, he told Members that the Football Foundation had attended a board meeting 6 months ago and gave the impression that they have "political immunity", with which DM agreed as his impression. Paul Heron gave an overview of the history of the Premier League and Football Association and how the issues were first raised with Government, he confirmed that DCMS are trying hard to sort out the governance through ministers. JP to include an update on the Football Foundation in her paper in May. DM gave Members an overview of the 4 year cycle of the Whole Sport Plan and told members that we are currently speaking to NGBs to decide what will happen "post" WSPs, the Regions will be included in these discussions.</p> <p>Olympics</p> <p>Some discussion took place around the Olympic budget, including the</p>	<p>Ally Cook</p> <p>Jennie Price</p>

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<p>contingency. DM reiterated that we must not complain about having the Olympics and we must make it a national commitment not just a London based one. PH confirmed that DCMS are bidding for more money for community sport, though of course the outcome of this is as yet unknown. Members asked PH “if the contingency isn’t used have there been discussions about whether we will get any money back?” PH confirmed that SE and DCMS haven’t been invited to join a discussion on this subject. PH took an action to find out if the money invested by Sport England is going into sport or is it going into the overall pot?</p>	Paul Heron
<p>Sportsmatch</p> <p>We have taken on the staff and the brand without any of the historical liability. We are going to run Sportsmatch as part of Sport England for 3 months and will come up with some further recommendations in due course. It may work well regionally on the £1 for £1 basis.</p>	
<p>Shaping the future</p> <p>DM told Members about the SE “Shaping the Future Conference” which was held on 27th March. Jack Rowell confirmed that he had enjoyed the day, the case study presentations were superb and uplifting and the audience was made up of enthusiastic people which encouraged great interaction involvement across a wide cross section of people. AKF has since circulated the notes from this event to Members.</p>	Alexis Freeman
<p>NGB Funding</p> <p>DM updated Members informing them that an “action group” is starting up, LTA have already written to him to say that they are not happy with the regional structure way of working. DM confirmed that SE and DCMS are joined up on this and are still committed to working through the CSP’s and CSN’s. AW confirmed that people he has had discussion with very positive about the way forward.</p>	
<p>CHIEF EXECUTIVE’S REPORT</p>	

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- 4 JP explained to Members how she had approached her first 3 weeks and what her focus was:-
- 1) To refine the work DM had started on the focus and targets of the organization
 - a. Our role in relation to under 16's - we need to be clear about this role
 - b. Talent - historically we have funded talent and we need to define what this is
 - c. Olympics - positioning ourselves smartly around our funding and gaining clarity on what we are signed up to deliver.
 - 2) JP then went on to explain what she considered to be key issues for her to:-
 - a. Our senior staff structure is not yet "World Class" and a new structure is being worked on with DM. A key component is going to be the Commercial Director who will be designing a sponsorship property
 - b. Monitoring and evaluating how we spend our money and ensuring we "buy outcomes", and the projects continue to be monitored. The Delivery System needs to be embedded externally, which is complex and needs to be understood for what it can and can't do (this is a large piece of work in progress)
 - c. As Accounting Officer for SE, JP confirmed her need to get up to speed working with Audit Committee and Internal Audit including underspend and the ratio of commitment to funding i.e. Football Foundation.
- DM confirmed that Martin Thomas would be included in the Commercial Director project as it goes forward because of his valuable knowledge in this area. JP stated that we must ensure that we do not trip over LOCOG when looking for sponsorship and must consider with which companies we are prepared to work, as managing risk to our reputation is very important.

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	<p>JP took members through the “potential issues” section of her report.</p> <p>AF would like to know the top 4 or 5 messages that are being pushed on the Performance and Development Framework and JP agreed to update in her next Board Report.</p> <p>Members asked if the Communications Strategy would be included in future reports, JP confirmed it would be included in a couple of months once she had bedded into the role.</p> <p>Members asked for press cuttings to be attached each month.</p> <p>Members requested a summary of the colleague survey results.</p>	<p>Jennie Price</p> <p>Jennie Price</p> <p>Alexis Freeman</p> <p>Jennie Price</p>
	DIRECTOR OF FINANCE REPORT	
5	<p>AC took Members through his report and highlighted the key areas of interest/concern.</p> <p>11 month management accounts – we have a shortfall of lottery income, which is likely to be around £13m in this financial year. This clearly needs to be monitored going forward. In most prior years the DCMS forecasts were under-estimates, AC to report back in 2-3 months.</p> <p>Awards to CCDP and NSF are still an issue and will need to seek end year flexibility from DCMS. Operational costs are underspent by £3.5m to date and AC imagines this will be a continuing rate. Going forward our operational cost budgets are declining and so it will be challenging to achieve despite this underspend. Some discussion was had around why SE money has historically been ring-fenced and members agreed that, in order to be fit for purpose and get people’s belief in what we can do and our aims, we need to achieve less ring-fencing from the Comprehensive Spending Review. GR suggested that our Communications Strategy needs to be cognisant of the CSP’s and CSN’s and these must be fit for purpose, so we must invest in getting this delivery framework right. It is imperative that we work with Treasury going forward and DM intends to do that.</p> <p>PH confirmed that when the new Ministers and new Heads of Government are put in place, DCMS intend to arrange a meeting between SE, UKS and YST to</p>	<p>Ally Cook</p> <p>Paul Heron</p>

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	<p>show the joined up approach and delivery systems. We need to see them before the NGBs see them. PH to report back to Board in due course.</p> <p>JA said that the Community Investment pages in the report don't mean anything to a new member and suggested that we report by sport, she also asked for a "KPI dashboard". DM/AC asked non-executives to feedback on how they would like the financial reporting to look. AW need to see practical implications and see the numbers on particular projects that are working well (causal link between what we do and its outcomes). DM said that we are not there yet and this is very much behind all we are doing with Active People.</p>	Ally Cook
	REPORT FROM SPORT ENGLAND PROJECT COMMITTEE	
6	<p>This committee is now an Approving Body up to £2m. DM reported that the March Project Committee was held earlier in the month because Club and Coach Funding decisions had to be made, hence some of the awards are for approval today that were due to be approved in March.</p> <p>For Board Approval:</p> <p>4.1 Everyday Sport £850,000 – it was decided that more information was required i.e. what are we going to achieve from these awards. This award was not agreed and a more detailed budget and more scrutiny were requested by Members. This is to be brought back to May Board with more information.</p> <p>4.2 EIS transfer of responsibility to Region £786,143 (this was subject to RSB approval and they have approved it). <u>Award agreed</u></p> <p>4.3 CCPR £1,542,000 some discussion was held in order for new Board Members to be bought up to speed on the background of CCPR and where they fit in the landscape. <u>Award agreed</u></p> <p>4.4 Awards for All £6,600,000, SB explained to Members what A4A does. MT asked if we could do any "dipstick testing" to see if the money is raising participation. This award needs to be discussed offline by JP and DM.</p> <p>Members suggested that a session be added to the Induction process to cover partners and stakeholders.</p>	<p>Ally Cook</p> <p>Jennie Price/ Derek Mapp</p> <p>Alexis Freeman</p>

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	BUILDING SCHOOLS FOR THE FUTURE	
7	<p>SB gave members an overview of what BSF is and does and where it fits within the SE agenda. A paper was distributed to members and Brian Whaley took Members through the paper. JP agreed with members that at this moment in time we don't have the relevant resource to manage this project for SE but this is going to be addressed. What is our role around under 16's? What is the involvement of Community Sports Hubs? An update on Community Sports Hubs to be included in Chair's report in May. Members agreed that there is a significant chance for competition amongst the large building companies. DM suggested that we may be looking to reverse our decision on our involvement in 'building' facilities.</p>	Mike Diaper
	RSB BOARD MEMBERS SKILLS AUDIT	
8	<p>Tim Garfield explained that a gap had been identified by Board that we didn't know what our various RSB Members skills sets were. Therefore we were unable to use their skills. TG took members through the paper and attached skills chart. DM confirmed that in the long term he would like a booklet created with a photo, pen picture and skills set and we should be able to use this as a reference document. This is a work in progress and ultimately will be available to all via The Score. This item will be brought up at the next RSB Chairs meeting. We need to understand the "mix" of the Boards and ensure they cover all the skill sets required for a Regional Board.</p>	Alexis Freeman
	ANY OTHER BUSINESS	
9	<p>AKF asked Members to complete and return their Members Allowance forms in order for her to be able to ensure they receive payment after each meeting attended.</p>	



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	DATE OF NEXT MEETING	
10	The date of the next meeting was confirmed as Monday 14 th May 2007 to be held at Sport England's Office, Victoria House, Bloomsbury Square, London, WC1B 4SE.	

A Freeman
April 2007