

Sport England Main Board

MINUTES

Sixth Meeting 2005

Held on Monday 28 November 2005 at 12.30 pm at Victoria House, Bloomsbury Square, London WC1B 4SE



SEMB(05)
Sixth Meeting

PRESENT

CHAIRMAN

Lord Carter of Coles

MEMBERS

Mr Michael Farrar

Sir Andrew Foster

REGIONAL SPORTS BOARD CHAIRS

Mr Philip Lewis (London Regional Sports Board Chair) –
items1 - 4

Mrs Mary McAnally (South East Regional Sports Board Chair)

Mr Andy Worthington (North West Regional Sports Board Chair)

OBSERVER

Mr Tim Lamb – Chief Executive, CCPR

CHIEF EXECUTIVE

Mr Roger Draper

DIRECTORS

Mr Stephen Baddeley – Director of Sport

Mr Ian Fytche – Director of Operations and Performance

Mr Clive Heaphy – Director of Finance

Mrs Joanna Robinson – Director of Regions

Mr Paul Clipson – Head of Human Resources

OFFICERS

Mr Bruce Philipps – item 4.3

Ms Helen Barklam – item 4.3

Ms Christine Blah – taking minutes

1 APOLOGIES AND DECLARATIONS OF INTEREST

Patrick Carter welcomed everyone to the meeting. Apologies for absence were received from Karren Brady, Tim Cattle-Jones (North East RSB Chair) and Nicky Roche (DCMS). There were no declarations of interest.

Patrick Carter provided an update on the appointment of new Board members, which was currently being undertaken by the DCMS. In response to Mary McAnally, Patrick Carter confirmed that discussions were taking place with DCMS regarding the rotation of Regional Sports Board (RSB) Chairs on the Sport England Main Board (SEMB).

Patrick Carter paid tribute to Ian Fytche, Director of Operations and Performance, who was leaving Sport England at the end of January to take up his new position as Chief Executive at North Kesteven District Council, North Lincolnshire. On behalf of the Sport England Main Board, Patrick Carter wished Ian well in his new role, and thanked him for his efforts particularly in support of the Commonwealth Games 2002 in Manchester and the new National Stadium at Wembley.

2 MINUTES OF THE LAST MEETING

The minutes of the meeting held on Monday 5 September 2005 were agreed as an accurate record. Mary McAnally asked for an update on Football Foundation funding to MK Dons FC, which Ian Fytche undertook to provide outside of the meeting.

3 CHIEF EXECUTIVE'S UPDATE AND REPORT

The SEMB received paper SEMB(05)6.1, Chief Executive's report November 2005. Roger Draper reported that the organisation was continuing to deliver its objectives and achieve its targets during the unsettling period of organisational change. The Executive Group was sensitive to the risk issues related to the retention of quality people during this time, and this had been discussed by the Audit Committee at its meeting that morning. The organisation continued to focus on front line delivery, getting quality coaches on the ground through County Sports Partnerships (CSPs) and Community Sports Networks (CSNs). The CSPs were being led by good quality people, and it was hoped that 45 CSPS would be 'fit for purpose' by 2006.

Roger Draper thanked Philip Lewis, and National Investment Panel member Tony Mallin, for their input to recent discussions with the Sports Council Trust Company on the future of the National Centres. Philip Lewis reported on what had been a good meeting, and said he believed the issues relating to Holme Pierrepont and Lilleshall could be resolved. Ian Fytche reported that it was expected to have a clear position on the centres in six months. In response to Tim Lamb, Patrick Carter confirmed that the SEMB paper on the National Centres could be shared with the CCPR Board.

With regard to Wembley National Stadium Limited (WNSL), Roger Draper reported that David Ross would continue to act as the public sector stakeholder representative on the WNSL Board until completion and handover of the stadium. January 2006 would be a critical time relating to completion timeframes and the hosting of the FA Cup Final on Saturday 13 May 2006. The WNSL Board was currently giving consideration to succession planning to ensure the necessary skills were in place. Andrew Foster suggested that Sport England should engage some positive publicity to promote its role and input to the greatest stadium in the world.

Paul Clipson gave an update on Sport England reorganisation. He reported on headcount issues, alignment of the Regions towards a common template and consistency, followed by alignment of the Regions and the Centre. It was noted that 30-35 posts would be lost at the Centre, and time was being dedicated to ensuring that the organisational design was correct. Selection would commence at the beginning of the New Year. There had been a slight upturn in resignations, which may lead to external recruitment to some posts. Andrew Foster asked if people with sufficient skills were being retained, as this issue had been raised at the Audit Committee that morning, particularly in relation to the London 2012 Olympic Games, and it was considered to be a significant risk. Paul Clipson reported that risks relating to CSPs were being considered. Philip Lewis asked if the Regions had given consistent feedback on the Regional template. Paul Clipson confirmed that it had, and that each Region would have flexibility as required, to give a blend of uniformity and local variation.

With regard to National Delivery, Roger Draper reported that the spotlight would soon be on Team England's performance in swimming and athletics at the Commonwealth Games in Melbourne in March. Progress on governance issues in boxing and karate, including the establishment of Karate England, was noted. The SEMB received and approved the Policy on the Recognition of Sporting Activities and National Governing Bodies, which would apply only to new applications.

Roger Draper reported that 28 out of 32 NGBs had signed up to Whole Sport Plans (WSPs). A meeting would be held with the 'big 5' (the Rugby Football League having joined with the 'big 4') later in the week, when it was hoped to resolve issues relating to sign-off of the WSPs. Issues relating to doping, the WADA Code and the international bodies of some sports were noted. Stephen Baddeley reported that he was confident that, by working with UK Sport, the difficulties and complexities of these issues could be resolved.

Andy Worthington requested an update on the Building Schools for the Future programme, which was an excellent opportunity for both sport and Sport England. He asked for information on what was happening at regional level in order to be able to influence the programme. Ian Fytche reported that discussions with the Youth Sports Trust and Partnerships for Schools were ongoing. It was agreed that this item should be considered at the SEMB meeting in March 2006.

Andrew Foster gave an update on the Audit Committee meeting held that morning. He reported that the Committee had a new member, Roger Taylor of the Carphone Warehouse, and the internal audit process was now undertaken externally by Bentley Jennison. The SEMB was concerned to note that the Sport England accounts had still not been signed off, and had been qualified due to ex gratia payments of £70,000. Patrick Carter undertook to raise this issue with Dame Sue Street, Permanent Secretary at the DCMS, as well as with the Permanent Secretary at The Treasury. Andrew Foster reported that good progress was being made on the risk register, and that a review of the Audit Committee's Terms of Reference would be undertaken to reflect its role.

It was noted that issues relating to the National Cultural Survey, which would provide quality management information and evidence, had been resolved.

4 SPORT ENGLAND'S DELIVERY PLAN 2005-08

4.1 DELIVERY PLAN RESULTS

Ian Fytche gave a presentation on Delivery Plan half-year results. He reported that the processes were embedded and in place, and highlighted targets for CSPs, coaching, efficiency and effectiveness. Areas for specific attention and action, as well as reporting timelines to DCMS and measurement tools were noted. Ian Fytche highlighted the Delivery Plan's focus for 1006/07, in particular the Single System for Sport, Building Capacity and Improving Performance. In response to Mary McAnally, Ian Fytche confirmed that the target of 40,000 new participants each year to 2020 was based on 5 x 30 minutes physical activity per week. In conclusion, Ian Fytche reported that targets were generally on track, with actions in place for specific areas. The Delivery Plan would be updated for 2006/07, with an annual review of the participation target. Patrick Carter thanked Ian Fytche for updating the SEMB on progress on Sport England's Delivery Plan.

4.2 LONDON 2012 – OLYMPICS INFRASTRUCTURE

Roger Draper gave an update on issues and developments relating to the London 2012 Olympic Games. He reported on changes made to the original Bid document, including the increased cost of the canoe slalom course from £10m to £30m. An announcement on the LOGOC Chief Executive was expected before Christmas, and appointments were being made to the ODA. The London Region and RSB were working with the five London Boroughs, and the RSB Chairs were thanked for representing Sport England at the recent first meeting of the Nations and Regions Group. Issues relating to the Aquatics Centre were noted, as well as progress on the Velopark. Roger Draper reported that Mark Downes was working with DCMS one day per week on stadium issues, and that Greg Smith had been seconded to DCMS for three days per week to work on the Aquatics Centre.

Philip Lewis reported on the Nations and Regions Group meeting. The LDA wished to be represented on the Group, on which two seats had been allocated for London. Philip Lewis added that he had been in discussion with The Mayor's Office, and would attend the GLA Group meeting on 16 December.

Michael Farrar stressed the importance of ensuring that the RDAs, in being supportive, did not allow other groups to take away money for other Olympic projects. It was important to be seen to be investing at regional level now in order to get financial support further down the line. Andrew Foster and Patrick Carter emphasised that it was important to fight off bids to take away money from Sport England. Government had to manage any shortfall, and the Secretary of State had responded clearly to recent press speculation regarding DCMS 'impunity'. Sport England would have to watch this issue very carefully.

Patrick Carter thanked members for their valuable contributions to this important debate.

4.3 CAMPAIGNING

Bruce Philipps and Helen Barklam were welcomed to the meeting to update the SEMB on the Everyday Sport campaign and plans for 2006/07. Bruce Philipps reported on the current status of the campaign, highlighting the extended pilot in the North East Region and the successful national rollout of the campaign in London, the North West and the South East, which had received excellent media coverage.

Resource was now being put into developing the website and digital elements of the campaign, and its impact was being evaluated using the Active People Survey. Bruce Philipps highlighted plans for building the campaign's momentum during 2006, with new elements including themed months to target hard-to-reach groups, a 'jogathon', targeted NGB work, and a tie-in to Sport Relief. He referred to current issues, including demand from partners, resourcing the regions, corporate sponsorship, and Government support. The Board's views were welcomed on targeting Regions versus targeting specific Regions, project-based sponsorship against headline sponsorship, and Everyday Sport support tools.

Andy Worthington stated that he felt the current rollout was correct, and that the campaign should be rolled out 'along the line' rather than spreading it thinly. It was noted that Regional Directors were seeking match funding in their respective Regions. Andy Worthington asked why Government had not picked up on the campaign. Michael Farrar stated that national leverage was required to get funding from the Department of Health. More money could be put in locally via Primary Care Trusts, and it was important not to lose momentum. In order to make the campaign more attractive to health bodies and draw in funding and sponsorship, it was important to stipulate outcomes of effective partnerships.

Mary McAnally felt there was a need to make a greater impact, and take the campaign to the next level by getting bodies such as the CCPR on board. She suggested that the Department of Health should be targeted, as well as the main media and corporate sponsors. Mary McAnally offered to work with Helen Barklam and Bruce Philipps to move the campaign to the next stage, and outcomes would be reported to the SEMB meeting on 6 March 2006.

Patrick Carter thanked Bruce Philipps and Helen Barklam for their update and presentation on the Everyday Sport campaign.

4.4 SPORT ENGLAND STRATEGIC RISK REGISTER

Clive Heaphy reported on Sport England's strategic risk register, highlighting the key risk areas of human resources and the London 2012 Olympic Games. Andrew Foster reported that the Audit Committee would bring issues to the SEMB on a regular basis.

Mary McAnally asked if there was a risk relating to Sport England's partners and a proliferation of sporting bodies. Roger Draper replied that this also presented opportunities for Sport England. Patrick Carter requested that the SEMB should see the strategic risk register at the same frequency as the Audit Committee. Audit Committee members would be invited to attend a SEMB meeting at a later date for a fuller discussion on this area.

5 MANAGEMENT ACCOUNTS

The Board received paper SEMB(05)6.2, Management Accounts September 2005. Clive Heaphy reported that income was ahead of forecast, and highlighted an overspend of £1m in the National Centres budget, which had occurred due to a budgeting error and Leisure Connection contract inflation. Patrick Carter asked how issues relating to outflow of funds and cash balances would be addressed. Clive Heaphy reported that this was an issue for all Lottery distributors. The Executive Group was asked to draw up suggestions to address a forecast cash balance of £20m at March 2009.

6 GRANT AWARDS

The SEMB agreed grant awards, as set out in paper SEMB(05)6.3. Andrew Foster explained how awards being made under the Athletics Legacy Fund would be allocated to the Foster project, England Athletics and the School Curriculum Project.

7 DIRECTORS' REPORTS

7.1 SPORT

The SEMB received and noted paper SEMB(05)6.4, report of the Director of Sport. Stephen Baddeley reported that with regard to Whole Sport Plans, the National Investment Panel had recently approved officers' recommendations regarding a process to review the categorisation of sports prior to the 2009-2013 funding cycle. This work would take place in 2007. It was noted that a paper on Building Capacity and the Talent Development project was currently being finalised, and would be presented to RSBs prior to being presented to the Sport England Main Board.

7.2 REGIONS

The SEMB received and paper SEMB(05)6.5, report of the Director of Regions.

7.3 OPERATIONS AND PERFORMANCE

The SEMB received and noted paper SEMB(05)6.6, report of the Director of Operations and Performance.

7.4 FINANCE

The SEMB received and noted paper SEMB(05)6.7, report of the Director of Finance. Clive Heaphy reported on the advice that had recently been received from DCMS regarding end of year flexibility, and the constraints that would be placed on delivery of certain areas of Sport England's work as a result of being unable to carry over underspend. In particular the Community Sports Coach Scheme would have to be downsized, which would make it difficult to get some schemes underway.

8 ANY OTHER BUSINESS

There was no other business. Summarising the main issues raised at the meeting, Patrick Carter referred to the need for the Executive Group to remain aware of the continued risks and potential dangers relating to the London 2012 Olympic Games. He emphasised the Board's commitment to look at campaigning in detail, with an update report to be given to the Board at it's meeting on 6 March 2006. Patrick Carter asked the Board members and RSB Chairs to be supportive of the Executive Group during the current period of reorganisation and change. Members asked that the retention of quality staff be managed carefully, with internal and external succession plans put in place.

9 DATE OF NEXT MEETING

The date of the next meeting was confirmed as Monday 6 March 2006 at 12.30 pm at Victoria House. The Sport England Main Board and Regional Sports Board Chairs away day would be held on the evening of Sunday 29 January and the day of Monday 30 January 2006, with a venue in London being confirmed in due course.

The meeting closed at 3 pm.

C Blah
December 2005