

Meeting minutes

Subject Sport England Main Board

Date 12th June 2007 **Mtg** SEMB(07) 6.2

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
Jack Rowell
Andrew Foster
Jill Ainscough
James Stewart
Michael Farrar
Ashia Hansen
Andy Worthington
Ged Roddy
Phil Lemanski

CHIEF EXECUTIVE
Jennie Price

DCMS
Paul Heron

OFFICERS
Alexis Freeman – taking minutes
Mike Diaper – Chief of Staff

	Item	Action
	APOLOGIES AND DECLARATIONS OF INTEREST	
1	DM welcomed everyone to the meeting and gave apologies for Karren Brady, Mich Stevenson and Martin Thomas.	

Meeting minutes

Subject Sport England Main Board

Page 2

	<p>There was one Declaration of Interest registered:</p> <ul style="list-style-type: none"> Andy Worthington declared that he is a member of the Sportscoach UK Board. 	
	MINUTES OF THE 14th MAY 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>Item 10 “Lobbying” to be brought forward to a future Board Meeting after the CSR.</p> <p>Shaping the Future feedback will come to a future meeting within the CEO report as and when the regional events are completed.</p> <p>AC to report back in July regarding the shortfall of lottery income.</p> <p>PH confirmed that it is still the intention for DCMS to arrange a meeting between SE, UKS and YST and the new Ministers (when appointed/if changed).</p> <p>AC confirmed that Audit Committee is now following the same process as the Main Board with regard to papers.</p> <p>DM confirmed that Board would review the success of the SE Toolkit for Promoting Sport in December.</p> <p>DM confirmed that the November Board date is to be used as a strategic brainstorming day. DM to write to members with details and location.</p> <p>2012 badges to be requested for Board Members.</p>	<p>Alexis Freeman</p> <p>Jennie Price</p> <p>Ally Cook</p> <p>Paul Heron</p> <p>Alexis Freeman</p> <p>All Members</p> <p>Alexis Freeman</p>
	CHAIRMAN’S REPORT	
3	<p>2012 Funding</p> <p>Tessa Jowell has responded and this will stay as part of the CSR process going forward. DM confirmed that Board would be engaged on this issue going forward. DM has written to Richard Caborn on the merits of our adopting a single funding pot and so far he has received positive feedback on</p>	

Meeting minutes

Subject Sport England Main Board

Page 3

<p>this.</p> <p>England Basketball</p> <p>DM confirmed to Members that Basketball was taking up a considerable, but necessary, amount of Officers and JP’s time at the moment. JP gave an update on the current situation, she highlighted that Sport England need to decide if EB are capable of moving at the pace and scale that is required? Sport England has released 6 months funding to enable EB to move forward. DM & JP will be attending a meeting with the English Basketball Board on 21st June. An update will be included in JPs report in July.</p> <p>London and North East Regional Chairs</p> <p>DM confirmed that we are advertising for the London Chair appointment next week and shortly after that the North East Chair. The London appointment process takes account of the transfer of responsibility of leading this process to the GLA and their desire to appoint from an open application process. The North East vacancy has occurred as a result of Tim securing a business opportunity in South Africa in preparation for the World Cup. Tim is completing his work on Equality before he goes.</p> <p>Regional Tour & Visits to National Centres</p> <p>DM told members that he had recently visited both Caversham Lakes and Bisham Abbey and will be visiting Plas Y Brenin this weekend, which will complete the tour of all of the National Centres. DM and JP will be considering the role that Sport England plays with regard to the National Centres and will come back to Board in 6/7 months when this is done.</p> <p>JR asked DM for an update on Headingley and DM confirmed that Yorkshire Forward originally proposed that they would ‘loan’ an amount of money to Sport England which would then be ‘awarded’ to Headingley. This is not acceptable and discussions are ongoing with Yorkshire Forward and Headingley.</p>	<p>Jennie Price</p> <p>Derek Mapp</p>
<p>CHIEF EXECUTIVE’S REPORT</p>	

Meeting minutes

Subject Sport England Main Board

Page 4

<p>Four key areas were summarised:-</p> <p>Olympics</p> <p>JP told Members that she and DM had held a positive meeting with Lord Coe and Paul Deighton of LOCOG on 7th June. The meeting was very productive and focused on the Nations and Regions Group and the extent that they can provide a picture of the national sporting legacy of LOCOG. We are now building regular liaison with LOCOG. During discussion JP and DM reinforced that, in terms of the participation aspect of the 2012 Olympic Commitment to legacy, Sport England is the lead agency in delivering this. The road show due to tour the country this summer will concentrate on this objective. In addition Jennie has put an outline proposal to the Board of our own initiative based on increasing participation which is to be circulated to the board for email approval as it is required to be authorized before the next Board meeting.</p> <p>JP informed Members of an outline of two Olympic Legacy proposals she is currently working on to build 200k of the intended 2m participant ambition in community sport. JP sought Members approval for the £30m spend that will be required and informed Members that she will be sending a paper out and agreement will be required.</p> <p>Landscape</p> <p>JP gave an update of a positive meeting held with YST and UKS about seeking to address the remaining grey areas within the sporting landscape. She confirmed that progress had been made. In particular the meeting had focused on the interface between YST and SE around young people's participation and the interface between SE and YST in terms of talent and elite sport (including facilities). JP went on to say that it is heartening that there was a real wish to resolve the issues and get past the history and hopefully in 3 months we will end up in a more rational landscape, with a clearer view of how much money we have to deliver.</p> <p>HE & FE</p> <p>There is a tremendous number of people going into FE and there is a significant amount of money being invested into its physical infrastructure,</p>	<p>Jennie Price then All Members</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------

Meeting minutes

Subject Sport England Main Board

Page 5

<p>which offered some great opportunities for sport. There is currently a DfES CSR bid, supported by YTS, to create FE Co-ordinators whose role would be to promote and link sport,</p>	Jennie Price
<p>We have just started discussions with HE. This is another significant opportunity for us, but there needs to be a coherent case made to Vice Chancellors across the board about why sport is a priority for them. MF confirmed that DoH have a major presence in the HE sector and it might be worth talking to Claire Chapman about the contract the NHS already has in place. GR suggested that if we can tie in a “healthy universities” concept then Vice Chancellors may become more interested.</p>	
<p>NSF</p>	Jennie Price
<p>JP confirmed that there is a significant financial risk for Sport England without certainty of EYF for those schemes that have a “tail of expenditure falling into the following financial year Para 5 of JP’s report covers options and JP wanted Board to be aware of the risk and be given a chance to comment.</p>	
<p>PH confirmed that we must continue to keep Treasury in the picture in this regard.</p>	
<p>It was agreed that JP should write to PH with a Special Purpose Vehicle Proposal which will also cover CCDP and the carry forward of the £9m uncommitted funds from 2006/07.</p>	
<p>Coaching</p>	
<p>JP informed Members that she had recently attended a Sportscoach UK dinner with UK Sport, Youth Sport Trust and the other Country Sports CE’s to ensure they had “in principle” support. They received a strong endorsement from everyone, but there were major outstanding issues on funding. The framework in England will cost £68m to deliver and is considerably outside the potential for SE to fund in quantum. The quality of their work and proposal is recognised but it is understood to be significant ambition. JP pointed out that it is important to look across the landscape to find out how money is already being invested in coaching, via other routes e.g. NGB, club and coach, community sport coaches and we must ensure the community end is catered for. Sportscoach UK are sympathetic to the community end, but we need to</p>	

Meeting minutes

Subject Sport England Main Board

Page 6

	<p>ensure that the coaches can transition people from one sport to another and that they cover all age ranges, not just school age. SE must ensure that the move towards professionalisation of coaching does not take the volunteer network out of the arena. JP is meeting Pat Duffy in a couple of weeks, and the practical issues should be solvable but the funding expectations are high.</p> <p>GR felt that Sport England needs to check if Sportscoach UK support community coaches from level 1 to 4, and he questioned whether SCUUK could move towards a more regional coaching focus? He also emphasized that we need to find ways of regulating ways that coaches engage within the community. AW gave an update on a regional initiative the North West region are currently working on with the help of Sportscoach UK.</p> <p>DM said that his fear is that expectations have been raised and are unlikely to be met financially and this needs to be managed by a well documented coaching framework plan that may not see a lot of delivery until the next CSR.</p> <p>JP to give update at next meeting after her meeting with Pat Duffy.</p>	Jennie Price
	DIRECTOR OF FINANCE REPORT	
5	<p>There were no major issues in this report except to note the very poor month of income receipts for lottery income. May and June have shown an improvement to more like the norm but the cannibalisation of the main lottery to Olympics is of concern.</p> <p>Some discussion was had around how the future trends in lottery funding for 'good causes' affects us and AC confirmed that he will report on this at the next meeting. Members asked for more information of expenditure from the Exchequer funding, AC to cover this in the future.</p>	Ally Cook
	REPORT FROM SPORT ENGLAND PROJECT COMMITTEE	
6	<p>AC told the Board that May has been a much more active month with regard to award commitments.</p> <p>Members requested an overview of the investment criteria required around</p>	

Meeting minutes

Subject Sport England Main Board

Page 7

<p>participation and our other targets for RSB and Project Committee (also criteria for programmes and projects). AC to provide.</p>	Ally Cook
<p>It was emphasised that there is a need to build an evidence base of the outcomes of our expenditure.</p>	Ally Cook
<p>GR updated briefly on the 'best practice' work that he is carrying out and confirmed that he is hopeful to create a body of knowledgeable quantitative projects, not just pilots here and there, but pick up on the main themes and this will have an impact in due course. He will report on this work to RSB Chairs meeting and the Board in due course</p>	Ged Roddy
<p>The following three proposals were discussed</p>	
<p>Rugby Football Union for Women - The Main Board were asked to correct the earlier decision adjusting the sum of £3 million, representing years 2 and 3 of the award, from award to 'In Principle'. This was <u>AGREED</u>.</p>	
<p>Northern Ireland - The Main Board were asked to approve the decommitting of the £3 million Lottery award, and to agree to the principle of alternative Exchequer sources of funding to be effected by officers subsequent to the Board meeting in agreement with DCMS. This was <u>AGREED</u>.</p>	
<p>UK Sport £5m Transfer of funds - The Main Board were asked to note that the £5m transfer payment made to UK Sport on 1 April 2006 will be shown as a Lottery award in our March 2007 statutory accounts.</p>	
<p><u>Note</u>: PH confirmed that a letter has been sent to Chief Executive of UK Sport and a response has been received and this needs to be followed up. He was clear that this amount should not be a write off but we could consider using this in the landscape discussions as they progress.</p>	Jennie Price
<p>Terms of reference for Project Committee – These have been discussed at previous meetings of the Project Committee and the report attached at Appendix 9 will be presented to the Project Committee this afternoon. The Board were asked to approve the terms of reference for the Project Committee as attached at Appendix 9. These were AGREED However the Board felt that the investment</p>	

Meeting minutes

Subject Sport England Main Board

Page 8

	criteria needs to be added.	Ally Cook
	AUDIT COMMITTEE VERBAL UPDATE	
7	<p>Sir Andrew Foster gave the following Verbal Update from the June Audit Committee:</p> <p>It felt like a new Committee with the arrival of the new Chief Executive and two new Board Members and a new NAO Officer. He commented that the committee had reflected on its purpose to assist this Board to ensure high quality Corporate Governance and to challenge and check details. The production of Final accounts were progressing and they had reviewed the latest draft in some detail. The Audit Committee will next meet in July and will be able to sign off accounts in order for them to be laid before Parliament.</p> <p>Sir Andrew felt there was one issue of concern relating to the status that we have with our internal audit in that we externalised our internal audit facility and in the first year following this action we saw some improvement, however it is disappointing that 17 items remain outstanding since then and he felt there needed to be and seen to have been more progress made with them. The impression therefore is that there has been a slip backwards, 2 of 3 audits of regions grant processes only achieved limited assurance. The Audit Committee felt that when we are extending our delegation levels against a background of a suggestion that there seems to be a slight deterioration in internal audit completion and this needed careful monitoring and action. AC was set to progress this work of outstanding items and feedback progress through JP who expressed a keenness for further improvement.</p> <p>Although the final accounts are looking in good shape and outstanding unresolved accounting items are now resolved, Sir Andrew felt there was still an issue of accountability and whether people are held to account to deliver and what happens to those people who do not. He summarised saying that we still need clarity around strategy and accountability.</p> <p>He finished by saying that he felt the Audit Committee is very aware that it must not work in isolation and it is good to have two more Main Board</p>	Ally Cook

Meeting minutes

Subject Sport England Main Board

Page 9

	Members on the Committee. In addition the NAO drew the DCMS Capability Review to Audit Committee's attention, to see how the DCMS are scrutinized and this is a worthwhile read.	
	STRATEGY PROCESS	
8	JP introduced the paper which defines the process we will go through in order to set SE future strategy. Consultation is very important as it is essential we listen to what people are telling us. MF felt this looked sensible as a process in its linea and if we are trying to get a step change in process terms, it would be useful to bring in some external views i.e. designing audit processes at regional level and creating data flows as other sectors have information to offer us. He felt we could look at key areas and find other examples of best practice from other parties and business processes from other sectors. MF is happy to support this and JP would follow this up	Jennie Price/ Michael Farrar
	ANY OTHER BUSINESS	
9	There was no other business to discuss.	
	DATE OF NEXT MEETING	
10	The date of the next meeting was confirmed as 16 th July at 10am at Victoria House.	

A Freeman
June 2007