

Sport England Main Board

MINUTES

Second Meeting 2005

Held on Monday 9 May 2005 at 10.30 am at Victoria House,
Bloomsbury Square, London WC1B 4SE



SEMB(05)
Second Meeting

PRESENT

CHAIRMAN

Lord Carter of Coles

MEMBERS

Ms Karren Brady

Mr Michael Farrar

Sir Andrew Foster

Mr David Geldart

REGIONAL SPORTS BOARD CHAIRS

Mr Tim Cattle-Jones (North East Regional Sports Board Chair)

Mrs Mary McAnally (South East Regional Sports Board Chair)

Mr Andy Worthington (North West Regional Sports Board Chair)

CHIEF EXECUTIVE

Mr Roger Draper

DIRECTORS

Mr Stephen Baddeley – Director of Sport

Mr Ian Fytche – Strategy and Performance

Mr Clive Heaphy – Finance

Mrs Joanna Robinson – Director of Regions

Ms Kate Wallace – Communications

OFFICERS

Mr Paul Clipson – Interim Head of Human Resources

Ms Christine Blah – taking minutes

Mr Jonathan Branson – item 5

Mr Greg Smith – item 5

1 APOLOGIES AND DECLARATIONS OF INTEREST

Patrick Carter welcomed everyone to the meeting, and in particular he welcomed Karren Brady and Michael Farrar to their first meeting as Sport England Board Members. He also thanked existing members for their continued support and contribution to the work of Sport England. He gave an overview of the political landscape and the sporting perspective following the recent General Election, referring to the new and exciting challenges that lay ahead.

Apologies for absence were received from David Ross, and Andy Worthington declared an interest in sportscoachUK, which would be considered under item 8, Grant Awards.

2 MINUTES OF THE LAST MEETING

The minutes of the meeting held on Monday 7 March were agreed as accurate record. At the request of Mary McAnally, the third from last sentence of item 4, Regional Delivery, would be revised to read:

"With regard to roles and functions, Joanna Robinson confirmed that RSBs would distribute capital funding, and revenue funding via CSPs."

3 CHIEF EXECUTIVE'S UPDATE AND REPORT

The SEMB received paper SEMB(05)2.1, Chief Executive's report April 2005. In particular Roger Draper highlighted issues relating to club membership and post school drop-off, and the need to sustain participation. Considerable progress had been made on Whole Sport Plans, with good work taking place within bowls and boxing, and good progress in the modernisation of athletics. The momentum of the London 2012 Olympic Bid continued to develop as the date for the announcement of the winner moved closer. In addition the EIS network was developing into world-class facilities, however gaps in provision in London and Birmingham needed to be addressed. With regard to campaigning, Sport England was encouraged to note that the Department of Health was now including provision for physical activity and active workplaces in its campaigning budget. Sport England would be involved in the Lottery Review post 2009, which provided an opportunity to demonstrate how well the organisation had done in distributing Lottery funds and to develop future potential moving forward. Referring back to club membership and post school drop-off, Andy Worthington asked that this be considered as a discrete item at a future meeting, as this issue was instrumental in helping to meet and deliver PSA targets.

Paul Clipson was welcomed to the meeting, and gave a short update on key Human Resources issues at the current time.

Kate Wallace gave a short presentation on 'what our audiences think of us', which set out perceptions of Sport England amongst its primary audience (Government Departments, stakeholders, partners, colleagues) and its secondary audience (the public, media and Members of Parliament). The overall upward trends were noted. Mary McAnally congratulated Kate Wallace and the Communications team on these positive messages. In response to Tim Cattle-Jones, Ian Fytche confirmed that the breakdown of regional data in relation to, for example, decommitments, was available to RSB Chairs and members via Regional Directors.

Mary McAnally referred to the recent CCPR conference and fed back on the perception that there were too many Key Performance Indicators in Whole Sport Plans. She asked that a list of key words and messages be provided to RSB Chairs to help them promote Sport England's messages regarding Whole Sport Plans and the Single System for Sport etc.

4 SPORT ENGLAND'S DELIVERY PLAN 2005-08

Ian Fytche circulated copies of the Executive Summary of Sport England's Delivery Plan 2005-08, giving an overview of the document and outlining key highlights. A progress report would be given at the Sport England Main Board meeting on Monday 6 June 2005. The need to put a robust delivery system in place was noted. Members suggested that Sport England could move towards achieving the targets set out in the Delivery Plan by tapping into lifestyle sports and extreme sports, using school sport as a lever to show the effectiveness of school sport and giving examples where it does work, and by engaging with organisations such as the Countryside Agency.

Joanna Robinson gave an update on the Single System for Sport and the updated delivery vehicle, which had been developed in consultation with the Minister for Sport, the regions, and in particular the Youth Sport Trust. She highlighted the achievements of the CSP Acceleration Team since it was set up in February, which had been very successful and had achieved significant 'buy-in'. A straightforward funding process had been drawn up with agreement on common KPIs, and a web-based performance management toolkit had been developed to ensure quality assurance.

Tim Cattle-Jones congratulated Joanna Robinson and the CSP Acceleration Team on their excellent work, and noted that positive soundings on the Single System for Sport had been taken in the North East Region. He suggested that the '2+2' agenda and out-of-school activities should be made more explicit, with a clear agenda to give children four hours of exercise and sport per week.

Michael Farrar stated that he thought the model would work well in rural areas, and asked how partners would interact in metropolitan areas. He felt that some agencies might find difficulties in working with this model, particularly with regard to commitment of funding and partner accountability.

Mary McAnally felt that it was important not to give the message that funding was uniform throughout the Single System for Sport. Having the right CSP Chair in place was as important as having the right CSP Manager, and a central support mechanism should be in place to move people on or around.

Andy Worthington congratulated Joanna Robinson and the CSP Acceleration Team on bringing together the Single System for Sport. This was a last opportunity to influence coaching and funding in this way. It was important to get the private sector involved, as well as strategic health authorities and PCTs.

Andrew Foster added his congratulations to those of the other Board members, and suggested that further work should be done to maximise the impact of the Single System for Sport. He felt it was important to sell the message regarding 'counties' carefully, and suggested that promotional material should be produced to contextualise the Single System for Sport.

Patrick Carter congratulated Joanna Robinson, the CSP Acceleration Team, and the Executive Group on their work on the Single System for Sport.

5 RISK

Jonathan Branson gave a presentation on the development of the new Wembley National Stadium, explaining Sport England's approach to and management of risk in major projects. Processes and milestones were put in place to ensure that projects were delivered, with the OGC process being used as the basis for business planning etc.

Greg Smith gave a presentation on the potential risks associated with the development of the Aquatics Centre as part of the London 2012 Olympic Bid. A fuller update would be given to the Sport England Main Board in July/August.

6 BUDGET 2005/06

Clive Heaphy gave an update on the Sport England budget 2005/06, highlighting the focus of the budget, annual spend, decline in lottery sales, efficiency savings and issues relating to CSPs and NGB budgets and funding. Members were invited to pass any comments on the budget or raise any questions directly with Clive Heaphy outside of the meeting. Mary McAnally asked if funding partners were keeping their administrative costs down to the same level as Sport England, and Board Members agreed that there was a need to get a sense of such bodies' effectiveness. In response to a request from Andy Worthington, usage figures for each National Centre against funding would be made available.

7 MANAGEMENT ACCOUNTS

The SEMB received and noted paper SEMB(05)2.2, Management Accounts March 2005. Clive Heaphy reported that income from the National Lottery had increased by £16 million due to increased ticket sales, and it was hoped that this trend would continue. A favourable change in interest calculations on Lottery balances was also noted. It was agreed that the Football Foundation should be invited to the next meeting to discuss their plans for committing funding from Sport England.

8 GRANT AWARDS

The SEMB agreed grant awards, as set out in paper SEMB(05)2.3. It was agreed that for reference purposes, the relevant region would be highlighted alongside grant awards in future papers. In addition, a briefing note on Sport England grants to the top five programmes would be presented to the next meeting.

9 DIRECTORS' REPORTS

9.1 SPORT

The SEMB received and noted paper SEMB(05)2.4, report of the Director of Sport. Stephen Baddeley reported 26 out of 32 Whole Sport Plans had now been signed off, with six outstanding. It was noted that the golf governing bodies were signing a partnership agreement prior to signing off their Whole Sport Plan, and that England Hockey would be discussing their Whole Sport Plan and their appeal later in the month. Stephen Baddeley updated the Board on discussions with football, cricket, rugby union and tennis regarding the Whole Sport Plan contract. It was noted that Sport England was now developing a partnership approach to working with NGBs, whilst moving towards four-year funding cycles. In addition, performance measurement processes would be put in place via KPIs.

Andy Worthington reported on appointments to the posts of Chief Executive and Chair of sportscoachUK, which it was hoped would be confirmed and formally announced in the near future.

9.2 REGIONS

The SEMB received paper SEMB(05)2.4, report of the Director Regions. Joanna Robinson confirmed that details of regional achievements were available for Board members if required, and it was noted that in future she would report to the Board on progress on targets set out in the Delivery Plan.

9.3 OPERATIONS AND PERFORMANCE

The SEMB received and noted paper SEMB(05)2.5, report of the Director of Operations and Performance.

9.4 COMMUNICATIONS

The SEMB received paper SEMB(05)2.6, report of the Director of Communications. Kate Wallace referred to opportunities for the Communications team now that pre-Election purdah had been lifted, and highlighted the re-launch of the Everyday Sport campaign in the North East on 24 May. The role of the Communications team in the development of Sport England's Delivery Plan was also noted.

9.5 FINANCE

The SEMB received paper SEMB(05)2.7, report of the Director of Finance. Clive Heaphy referred to Sport England's IT strategy, highlighting the 27% reduction in costs over the past year. With regard to Sport England's policy on revenue funding of third party bodies, it was agreed to provide a briefing paper on how to manage issues such as redundancy costs when projects ended.

9.6 GOVERNANCE, RISK AND ASSURANCE

The SEMB received and noted paper SEMB(05)2.8, report of the Director of Governance, Risk and Assurance.

10 ANY OTHER BUSINESS

On behalf of the Sport England Main Board, Patrick Carter formally noted everyone's thanks to Barry Chivers for his work in audit management at Sport England over the past 25 years, and their best wishes for an enjoyable and restful retirement.

11 DATE OF NEXT MEETING

The date of the next meeting was confirmed as Monday 6 June 2005 at 12.30 pm at Victoria House.

C Blah
May 2005