



Minutes of the Meeting: 8th September 2003 (held at Burleigh Court, Loughborough)

Present

Chairman Sir Rodney Walker

Members Nick Bitel
Patrick Carter
Adrian Metcalfe
Huw Jones

Connie St Louis
Gavin Stewart
Zahara Hyde Peters

UK Sport Staff

Richard Callicott	Chief Executive
Andrew Barnett	Head of Communications
Liz Nicholl	Director, Performance
John Scott	Director, International Relations and Major Events
Neil Shearer	Director, Corporate Services
Michele Verroken	Director, Drug-Free Sport
Matthew Crawcour	Head of Media
Laura Titchener	Communications Assistant

Observers

Sue Campbell	Interim Chair Designate
Roger Draper	Sport England
Huw Jones	Sports Council for Wales

Introduction

- 1 Sir Rodney Walker explained that his tenure as Chairman would be coming to an end on 19 September after five years in office. This would therefore be his last meeting.
- 2 Sir Rodney Walker welcomed Sue Campbell who would be succeeding him in an interim capacity.
- 3 Sir Rodney Walker also welcomed Laura Titchener who will be assisting with the secretariat for Council including as minute-taker.

Apologies for Absence

- 4 Apologies for absence were received from Gareth Davies, Alastair Dempster, Louise Martin, Laura McAllister, Eric Saunders and Tanni Grey-Thompson. Eamonn McCartan and Ian Robson, chief executives of the Sports Council for Northern Ireland and SportsScotland respectively, also sent their apologies.

Minutes of the meeting (15 July 2003) and matters arising

- 5 It was pointed out that the decision to endorse the Exchequer grants for the British Mountaineering Council and the National Caving Association had been a majority, not unanimous, decision (item 23).
- 6 The minutes of the Meeting held on 15th July 2003 were declared as a true and accurate record and signed by the Chairman.
- 7 Members acknowledged that the structure of Council would be reviewed as part of the incoming Chair's proposed reforms and would not therefore need to be addressed at this stage (item 30).
- 8 Neil Shearer advised members that he had spoken to the National Audit Office who had informed him that it would be likely that the pension fund liabilities would need to be included in the balance sheet from 2003/2004 accounts. He was still waiting on final advice which is normally given at the year end (item 12).

Financial Management Report to July 2003 (UKSC 87 2003)

- 9 Neil Shearer introduced this item and advised members that expenditure had conformed to a typical profile for the past four years. UK Sports Institute spend had been behind schedule and project costs could not be determined going forward until the full impact of the UKSI Review is clear.
- 10 Members were advised that Lottery income would be critical for 2004/05 and Liz Nicholl and Neil Shearer were working on identifying the likely shortfall to inform Sports Cabinet discussion.
- 11 Members discussed the profile for expenditure on major events and were advised that future commitments had potentially exhausted the budget available and that assurances on the budget available are required if commitments are to be entered into beyond 2005. A paper will be produced for the following meeting of Council.
- 12 Members acknowledged the difficulties caused by declining Lottery revenue but noted that the position is secure for 2003/2004 and 2004/2005 partly through funding from our exchequer budget.
- 13 It was noted that DCMS had produced a document with the intention of encouraging a reduction in Lottery distributor's cash balances. Obviously UK Sport was not in a position of having an excess balance; however the Government proposals could possibly benefit UK Sport through re-distribution of surplus balances.
- 14 It was noted that there were various possible definitions for overhead/administration costs. Neil Shearer agreed to indicate a percentage of costs relating to administration and an overall overhead percentage including all staff costs in the next financial management report.

Audit Committee Terms of Reference (UKSC 88 2003)

- 15 The Audit Committee had reviewed its terms of reference over recent months and agreed at the May Audit Committee a new set of terms of reference. This document was based on a best practice example.

- 16 The primary change was an increased focus on internal control and an emphasis on ensuring that the Turnball guidance was complied with.
- 17 Council agreed to adopt the new terms of reference.

Report of the UK Awards Panel Meeting of 28 July 2003 (UKSC 91 2003)

- 18 Liz Nicholl introduced this item and advised members that membership of the panel required review to reflect the fact that the work of the UKSI was now being aligned with investment in World Class Performance Programmes and there was a question of whether investment on modernisation sat comfortably with a performance focus. In the meantime two current members of the UK Awards panel have completed their terms of office on the panel. Rodd Carr, Chief Executive, Royal Yachting Association, has asked for his tenure not to be renewed whilst Anne Marie Harrison, Executive Director of the Scottish Institute of Sport has expressed her willingness to continue to serve. Members endorsed Anne Marie's re-appointment for up to a further three years with the term being determined by the outcome of the UKAP review.
- 19 Members asked about performance at the World Athletics Championships and the review of UK Athletics' operations. Liz Nicholl confirmed that UK Sport staff were working with UKA on their review of World Championship performances to ensure that lessons were learned and an action plan put in place for the lead up to Athens. At the same time the number of athletes to be funded on the WCPP for the year ahead was being reviewed and the number is being reduced. UKA would be conducting individual needs analysis sessions with athletes and their coach in attendance.
- 20 Members were advised that, as part of the review of funding requirements from April 2005 onwards, officers were reviewing the generic and sport specific performance matrices which identify baseline entry standards for athletes to be considered for funding and alongside this, optimum squad sizes would also be considered.
- 21 Sue Campbell stressed that the important starting point for identifying funding need should be in assessing what the sports require in order to achieve medal success bearing in mind the refinements to the system that should now be possible. The vast majority of sports are delivering and the focus should be on what is needed going forward to sustain performance.
- 22 Sue Campbell also stressed the importance of justifying investment approaches and levels to the sports council partners in Northern Ireland, England, Scotland and Wales.
- 23 Members acknowledged the need to determine appropriate levels of funding but also that the benefits of the infrastructure now in place were beginning to feed through to performance and it is important that infrastructure is protected and built on. Members agreed that risks might have to be taken before funding is agreed to secure key posts as was done pre-Sydney.
- 23 Members then endorsed the following awards that were recommended by UK Awards Panel:
 - 23.1 RUGBY FOOTBALL LEAGUE (RFL)
to offer Modernisation Funding to the Rugby Football League of up to £180,400 (£145,450 in 2003/04 and £34,950 in 2004/05);

23.2 AMATEUR ROWING ASSOCIATION (ARA)

to offer Modernisation Funding to the Amateur Rowing Association of up to £110,650 (£81,175 in 2003/04 and £29,475 in 2004/05);

23.3 BRITISH TRIATHLON ASSOCIATION (BTA) (WCPP Olympic Priority 3)

to offer a WCPP Award to the British Triathlon Association of up to £14,500 for the period 1 September 2003 – 31 March 2005 additional to the existing four year WCPP Award;

23.4 NATIONAL SPORTS MEDICINE INSTITUTE (Category 4, World or UK Leader)

to offer an Exchequer grant to the National Sports Medicine Institute of £50,000 for the period of 1 September 2003 – 31 March 2004 additional to the existing Exchequer award;

23.5 NATIONAL ICE SKATING ASSOCIATION (support for talented individual)

to offer an additional Exchequer grant to the National Ice Skating Association of up to £30,000 for period October 2003 – March 2005 to support a customised support programme for Jenna McCorkill, a talented young figure skater from Northern Ireland, up to £10,000 for October 2003 – March 2004 and up to £20,000 for April 2004 – March 2005);

23.6 BRITISH DISABLED FENCING ASSOCIATION (WCPP Paralympic priority 4)

members agreed to offer a standstill WCPP Award to the British Disabled Fencing Association of up to £45,000 for the period of 1 September 2003 – 31 March 2005 (the Award from April 2004 is conditional on the Athlete being selected for GB Paralympic Team for Athens and should the Athlete not medal at the Paralympics funding would be curtailed shortly after the Games and not continue to March 2005);

24 The following funding decisions were deferred:

24.1 CCPR

members deferred a decision on a recommended award to enable CCPR to help named NGBs achieve accreditation from the Qualifications and Curriculum Authority for their sports qualifications. Members were concerned that Skills Active might be better placed to manage this and remained to be convinced that this was an appropriate focus for the CCPR;

24.2 OLYMPIC WINTER SPORTS PROJECT AND PERFORMANCE DIRECTOR

members deferred a decision on a recommendation to support an Exchequer grant of up to £190,000 for the period November 2003 to September 2006 for an Olympic Winter Sports Project including the recruitment of a Winter Sports Performance Director (up to £50,000 for November 2003 – September 2004 and up to £70,000 per annum for 2004/05 and 2005/06). Members asked that more detail be presented relating to the added value of the post and the balance of strategic and delivery responsibilities.

24.3 UK ATHLETICS

member's noted that the UK Awards Panel had frozen a £10,000 extension to the existing UKA modernisation project pending resolution of structural issues within the AAA's of England which were holding up progress.

Patrick Carter expressed Sport England concerns on issues within the sport and suggested that an independent review was required. Liz Nicholl explained that in

addition to the post World Championship review (item 17 above), work was underway on developing a UK Wide plan for the sport (with modernisation investment and consultancy support) and a new Performance Plan for the 2005 – 2009 period. Much of this work was building on reviews that had been conducted either by the sport or by UK Sport over the past 18 months. Further discussion followed and it was felt that UK Athletics would benefit if this work was strengthened with additional external independent expertise;

One Stop Planning for Governing Bodies of Sport and prioritisation of Sports (UKSC 93 2003)

- 25 Liz Nicholl introduced this item and advised members that the Secretary of State has asked that the Sports Councils submit details of an agreed One Stop Planning process for ratification at the Sports Cabinet Meeting on 23 October.

A paper had therefore been circulated to members setting out the current thinking on prioritisation and One Stop Planning building on agreements reached across the sports councils in May 2002 and subsequent meetings of UK and home country officers.

- 26 It was felt that the purposes of the One Stop Plans were extremely important, in particular to ensure better and focused strategic coordination, communication and consultation between UK and Home Country Governing Bodies and coordination of funding decisions across the Sports Councils to eliminate inappropriate inconsistencies.

It was noted that consultation would continue with home country Sports Councils to take this work through to its conclusion in time for Sports Cabinet. Members would receive a copy of the paper prior to the Cabinet.

UK Implementation of World Anti-Doping Code (UKSC 89 2003)

- 27 Connie St Louis introduced this item by advising Council that the Advisory Panel on Drug-Free Sport had been established and had met once for an induction and again to begin work on advising the Drug-Free Sport Directorate on policy standards under the Code. Michele Verroken continued by advising members that proposed membership of the new advisory panel would include: Professor Robert Forrest, Kriss Akabusi (athlete), Professor Eric Saunders, Professor Peter Sonkson, Abi Ekoku (Rugby League), Lady Redgrave (Rowing), and Tim Reddish (Paralympic Swimmer) under the chairmanship of Connie St Louis.

- 28 The above membership was agreed by Council Members.

- 29 Members discussed the plans for implementing the new WADA Code. Members discussed the implications of the proposed “athlete pool”. Members’ views were sought on the process for establishing the pool and more detailed plans would be considered in due course. Members also noted that problems could arise if cannabis was added to the new Prohibited Drugs List for all sports. The list was due to be published by WADA in October.

- 30 Members sought further details on the timeframe for implementation and the costs, how the appeals system would work in relation to the system for therapeutic use exemptions.

- 31 The members gave their support in principle to the proposed standards for progressing the Implementation of the World Anti-Doping Code whilst recognising the amount of further work required.

Communications

- 32 Andrew Barnett advised members that the panel had not met since its last meeting in July on which he had reported then. Formal minutes had been circulated with the papers.
- 33 Matthew Crawcour was then invited to present the plans for the “Countdown to Athens” campaign to members focusing on some of the issues, the proposed messages and specific tactics. Members acknowledged the importance of this work in advance of the Athens Games and expressed their desire to be kept informed.
- 34 Members noted the secondment of staff to the British Olympic Association to assist with the 2004 Olympics, in particular two members of the communications team to assist with media relations during the Games.

Any Other Business

- 35 Members were reminded that UK Sport’s Open Meeting would follow the lunch.

Date of next meeting

- 36 Monday 10th November to take place in The Festival Theatre, Edinburgh.