



Minutes of the UK Sport Board Meeting held on 31st July 2007 at UK Sport

Present

Chair Sue Campbell

Attendees:

Nick Bitel
Julia Bracewell
Philip Carling
Chris Holmes
Eric Saunders
Nigel Walker
Derek Mapp

UK Sport Staff

John Steele	Chief Executive
John Scott	International Director/Director Drug Free Sport
Tim Hollingsworth	Director of Policy & Communications
Liz Nicholl	Director of Elite Sport
David Cole	Head of Corporate Services

In attendance

Will Calvert	Head of Finance (Items 5-8.1)
Peter Keen	Head of Performance (Items 8.2-9)
Peter Smith	Policy Manager (Item 11.3)
Hamish Coffey	Programme Officer (Item 10.1)

Board Secretary

Aimee Wells	UK Sport
-------------	----------

1. Introduction and Apologies for Absence

Action

The Chair welcomed members to the meeting and gave apologies on behalf of Rod Carr and Louise Martin. Chair introduced and welcomed David Cole who has joined UKS as Head of Corporate Services.

2. Declaration of Interest

Members were reminded of the need to declare their interest in any transactions requiring a decision and to remove themselves from such decision making.

Nick Bitel asked for Members' views on a possible conflict of interest due to his position as Chief Executive of the London Marathon relating to Item 9.2. Members discussed and agreed there was potential for a conflict of interest and decided that NB should be able to give his views at the start of the item and then remove himself from the meeting for the discussion.

3. Approval of Minutes

Members advised of typographical errors in paragraphs 8.2, 9.1, 9.2, 9.5 and 11.1.

The minutes were then signed off as an accurate record

4. Matters Arising

Members queried whether clarification had been received in writing regarding EU tender requirements as per item 10.1. Chair advised that as the person who was investigating this had since left UKS, this would be followed up.

UKS

5. Executive Team Report

Will Calvert joined the meeting

John Steele introduced the Executive Team Report, and highlighted specific areas of interest from activity over the past month. Included was information regarding the recent announcement by the BOA that it intended to set up an Anti-Doping Commission. UK Sport's public response had expressed significant concerns over this new Commission, and there had been publicity surrounding whether or not UK Sport had been consulted on the Commission being set up. John Steele provided evidence to the Board of letters and emails relevant to the situation including an email from the CEO of the BOA, sent just prior to its launch, that confirmed "There has been no meaningful engagement with you on this matter". The Board discussed the Commission's likely activity and findings, and expressed their full support for UK Sport's position, especially in light of the many other recent investigations into this area of responsibility. It was agreed that information already in the public domain should readily be made available to the Commission, but that UK Sport should be careful to avoid excessive commitment of time and resources.

Members requested further information on the principles behind the LOI. John Steele gave members some background with regard to this specific Olympic objective and the proposal for UK Sport's involvement as set out in the Executive Team Report. Although there is currently not enough evidence to suggest a demand for a 'House of Sport', Members were concerned about how this objective would fit with UK Sport's current remit, specifically relating to the Elite Training Centres initiative. Members were advised that it has been made clear that UKS will input where it clearly crosses over with its sphere of activity and responsibility. Liz Nicholl informed Members that UKS has agreed to facilitate discussion with leading medical personnel in the performance system to discuss the strategic need and potential for a viable medical legacy. Members thought it sensible that UKS met with SE to ensure that relevant information impacting on facility planning and development is shared.

UKS/SE

6. Board Events Calendar

Members noted paper UKS 26 2007 but asked for a correction on the venue of the FITA World Cup as this is due to take place in Dover and not Manchester. Eric Saunders also reminded Officers that the Sports Council for Northern Ireland has been re-named Sport Northern Ireland.

7. Corporate

7.1 Board Away Day 2007

The Chair asked for Members' thoughts on the Annual Board Away Day to take place on October 4th 2007. As per last year's meeting, the morning will consist of a Board meeting followed by presentations from external partners in the afternoon. Members suggested further information and updates on UK Sport's Paralympic programme would be useful and Chair advised that Members will be notified of a location and draft programme shortly.

8. Finance

8.1 Financial Report

Will Calvert tabled paper UKS 42 2007 and reviewed first quarter outturn, full year forecast and updated Business Plan financial projections to 2012-13. The Quarter 1 Forecast confirms that National Lottery income, based on the most recent DCMS projection, will be £3.0m below Budget. This can only be accommodated without de-committing existing World-Class programme grants by absorbing through our NLDF balance, which is now forecast to be below £16m at year end. Updated Business Plan financial projections demonstrate that our overall income and expenditure to 2012 remains balanced, but risks to maintaining this were discussed.

National Lottery income risk has been particularly assessed. Based on an evaluation of historical variability in annual Lottery income, the risk of a shortfall in income compared to the current projection to 2012 (within 95% confidence limit) has been estimated at £42m, equivalent to an average 17% reduction in Lottery income or 10% of planned grant expenditure. Officers will review the strategic choices to manage potential financial shortfall, including this level of Lottery income reduction, so that this can be discussed at the next Board meeting. The need for Lottery distributors and DCMS to work together to develop better ways to forecast proceeds was agreed.

UKS

8.2 EIS

Peter Keen joined the meeting

Will Calvert updated Board on VAT matters. At the June meeting Board had agreed that the financial strategy should be led by the performance strategy. Discussions were underway with EIS and potential timelines were noted.

Will Calvert left the meeting

9. Performance

9.1 Mission 2012

Liz Nicholl introduced paper UKS 43 2007 and gave Members an update on progress to date. It was noted that the first submissions would emanate from a facilitated NGB self assessment to provide a benchmark. Further work had been undertaken significantly to simplify the draft traffic light definitions included in the Board papers. Peter Keen gave an insight into the M2012 pilot with UK Athletics. A Paralympic focused swimming pilot is scheduled for 20th August.

Following the update, Members discussed the Draft Terms of Reference (TofR) for the Mission 2012 Panels.

- Attention was drawn to the role of the Panel in reviewing draft officer recommendations on 2009-2013 investment prior to them being finalised by officers as recommendations to Board.
- It was noted that the external Panel members will be remunerated in line with the UKS remuneration policy applied to Board members.
- It was agreed that Clause 12 should be expanded to include a casting vote for the Chair
- Clauses 28 and 30 relating to appeals were discussed. While it was acknowledged that any appeal relating to Board level decisions will be referred to UK Sport's independent appeals process, it was anticipated that appeals against Panel level decisions, to be considered by Board, should be rare as those decisions will refer to actions to be taken to improve performance.
- It was agreed that the prime focus of M2012 is monitoring and developing rather than sanctioning and that the TofR should be prefixed by a description of this positive philosophy for M2012.

UKS

UKS

As the M2012 reviews will take place through October and into November, Derek Mapp asked that recognition be given to the workload of NGBs as they may also be preparing submissions to Sport England around that time. TH to liaise with SE regarding timelines.

UKS/SE

9.2 BOA Holding Camp Funding

Liz Nicholl took Members through paper UKS 44 2007.

Nick Bitel conveyed his views and then left the meeting as agreed in Item 2.

During discussion Members highlighted two principles:

1. That every athlete representing Team GB should be able to access the very best pre-Games preparation and holding camp arrangements
2. That responsibility for Team GB Holding and Preparation Camps prior to an Olympic Games rests primarily with the British Olympic Association

Members agreed that, given the second principle above, it was primarily the duty of the BOA to raise funds for Team GB to support the costs associated with the Camps. Members stated that should the BOA consider it necessary for its income to be supplemented by additional investment from UK Sport to help fund the Preparation and Holding Camps for Beijing 2008, they would be required to submit a fully costed business plan, 6 weeks in advance of a board meeting, outlining any shortfalls and what the requested investment would cover.

Members also agreed that all sports should have the opportunity to use the money already allocated to them in their 2008/2009 funding award to fund their preparations. Should those sports not intending to use BOA facilities or support require any additional investment, there will be the same requirement for a costed plan and evidence of need over and above their existing award, as the same level of scrutiny, accountability and confirmation of need will apply.

Nick Bitel re-joined the meeting.

9.3 Weightlifting & Bobsleigh Update

Members noted paper UKS 45 2007 and progress being made to date in Weightlifting.

It was also noted that up to £5,000 of Bobsleigh's suspended award may be released to help them resolve their issues with financial management.

10. Drug Free Sport

10.1 Implementation of the ADAMS Athlete Whereabouts Module

Hamish Coffey joined the meeting

John Scott introduced paper UKS 46 2007 together with Hamish Coffey who has been managing the ADAMS project for DFS.

Hamish Coffey gave an overview of implementation of the Athlete Whereabouts Module of the ADAMS system as outlined in the paper.

Members queried whether permission had been sought from athletes to share personal information with non-EU countries via the system. John Scott advised that WADA had commissioned a data protection consultation as part of the implementation process as well as it being stated in the user's terms and conditions. Members requested that clarification be sought in writing.

UKS

Chair thanked Hamish Coffey for his work to date on the project.

Peter Keen and Hamish Coffey left the meeting.

11. Policy & Communications

11.1 The 2007 Party Conferences

TH introduced paper 47 2007, which updated members on UK Sport's activity at the three main Party Political Conferences this year (including joint Fringe Meetings with Sport England and Youth Sport Trust) and proposed key messages with regard to policy issues and positions that might arise.

Discussion focused on the need to ensure that there was appropriate representation of all Home Country Sports Councils in messaging regarding the sporting landscape and responsibilities. Specifically the messaging highlighted in para 11 required amendment to ensure that it reflected more accurately the remit of the Home Countries outside of England.

UKS

In addition it was agreed that UK Sport and Sport England should ensure that the Fringe Meetings properly reflected the views of the other Home Countries if they were not in attendance. Part of this might be reworking the YST/SE/UKS 'Relay Race' Diagram to include more fully the remit of the other Home Countries. DM agreed to circulate the Relay Race diagram to the other Home Country Chairs.

Derek Mapp

Subject to these changes the paper was approved by the Board.

11.2 The Impact of 2012 and Its Legacy

TH introduced paper UKS 48 2007 on behalf of the UK Sport Policy team, explaining that the document was a Position Paper put forward by UK Sport to give an overview of what the organisation is focusing on in relation to 2012 legacy issues. It demonstrated what formally was being done in relation to the Objectives of the Olympic Board, but also how UK Sport's own agenda across all aspects of the organisation was being influenced by London 2012. It was not intended to be a strategic document, or to replace the existing Business Plan and other planning documents already in place.

Members welcomed the paper, considering it to be an important piece of work in relation to setting out and potentially influencing the post-2012 environment for UK Sport. They stressed in particular the need for more consideration to be given in the paper to what that environment might look like, particularly in terms of funding, and therefore what specific legacy outcomes UK Sport should be seeking from its activity. Members also suggested that the paper should consider more the role of UK Sport within the wider context of the sporting landscape, and in particular the role of the Home Country Sports Councils.

TH agreed to update the paper and send around a proposed final version for approval prior to the next Board meeting. The Chair thanked the Policy team for their work on this issue.

UKS

11.3 UK Sport Investment: Policy on Sanctions

Peter Smith joined the meeting and introduced Paper 49 2007, a progress report on the development of the policy framework with main proposals due to come forward at the October Board.

It was confirmed that the Home Countries would be consulted during August/September on the rationale being taken by UK Sport, with the aim of developing a collective understanding, in particular on the Anti-Doping Programme where a unified approach would send a powerful message to NGBs. Legal advice was that the term "consequence" was preferable to "sanction" when considering the outcome of a breach of obligation. Comments on the tariff attached to the paper would be welcome.

UKS

It was agreed that NGBs should have an entitlement to make application or appeal for reinstatement for eligibility for inclusion on UK Sport programmes, where their participation had been terminated or suspended by a sanction. The Rules of Procedure would be updated accordingly.

UKS

The Terms of Reference for the independent appeals panel were endorsed. Sports Council appeals panel members would receive a written notification of their commitment and details of their role.

UKS

12. AOB

Julia Bracewell explained that sportscotland is currently looking at how Major Events can be targeted to increase participation. However at the recent Sudiman Cup there had been issues regarding the use of sportscotland branding which should have been agreed pre-event. John Scott advised that this can be due to the management of the event or the contract that is signed with the IF which limits the number of recognitions allowed at an event. Members were advised that UKS recently held a Cities and Regions event to meet partners and discuss how events can be delivered and this could be used as a mechanism in the future to ensure recognition for the Home Countries.

Chair advised that UKS and HCs will endeavour to liaise and work closely in UKS the early engagement of events.

As there was no further business, the meeting concluded at 1300hrs.

13. Date of Next Meeting

Thursday 4th October, 1000-1600