



# Minutes of the UK Sport Board Meeting held on 20<sup>th</sup> March 2013

## Present

**Chair** Sue Campbell

## Attendees:

Laura McAllister  
Brian Henning  
Richard Lewis  
Louise Martin  
Jonathan Vickers  
Mark Hanson  
(part)  
Chris Holmes

## UK Sport Staff

Liz Nicholl	Chief Executive
David Cole	Chief Operating Officer
Sophie du Sautoy	Acting Finance Director
Ros Francis	Director of Finance & Investment designate
Debbie Lye	Director International Development
Vanessa Wilson	Director Commercial and Communications
Simon Morton	Director of Major Events and International Relations
Simon Timson	Director of Performance
Paul Buxton	Head of Performance Solutions (part)
Esther Nicholls	Head of Major Events (part)

## In attendance

Vijay Parbat Legal Advisor

## Board Secretary

Jackie Freeman UK Sport

## 1. Introduction and Apologies for Absence

## Action

The Chair welcomed Members to the meeting. Apologies were received from Philip Kimberley, Rod Carr and Frances McLeod. Mark Hanson joined at a later part of the meeting. Richard Lewis' term as Member of the Board would be ending shortly and the Chair thanked him for his valuable contribution to the UK Sport Board. Chair also welcomed Ros Francis as the

new Director of Finance and Investment at UK Sport and thanked Sophie du Sautoy for her tremendous contribution as Acting Director of Finance.

## 2. Declaration of Interest

Members were reminded of the need to declare their interest in any items requiring a decision and to remove themselves from such decision making. With regard to the Tour de France agenda item, it was noted that the Scottish Executive and Welsh Assembly had been supporters of the unsuccessful British bid. The potential conflict for LMa and LMcA was discussed and it was concluded that it would not be necessary to withdraw from involvement in the discussion on potential investment in the successful Welcome to Yorkshire bid.

## 3. Approval of Minutes

One minor change to the numbering was noted in the minutes of the meeting of 30<sup>th</sup> January. Otherwise they were approved as a true record of the meeting.

## 4. Matters Arising

There were no matters arising and the paper on KPIs would be addressed under agenda item 6.3 of the Agenda.

## Executive Team Report

LN introduced the Executive Team Report and drew Board's attention to the following:

- **Athlete Medical Scheme** – The scheme, currently underwritten by BUPA, is due for renewal on 1 April 2013 and work has been on-going with the Insurance brokers to consider options. Based on the level of service, opportunity for commercial activity, as well as price, it is proposed that BUPA continue to be the provider of the scheme. The close monitoring of claims by the AMS governance group as well as additional controls over membership introduced within the investment team means that the 2013 renewal price is the same as the cost for 2012 but with a 17% increase in the number of athletes insured. **Board agreed to confirm BUPA as UKS Athlete Medical Provider for 2013/14 at a cost of £1.99m.**
- **Staff Survey** – DC reported that there had been a 97% response rate to the staff survey. Results are currently being analysed and the report will be released to staff in April. It was agreed to share with Board at the next appropriate meeting. **UKS**
- **British Amateur Boxing Association** – DC gave an update to members about the on-going governance concerns about the Board of the British Amateur Boxing Association (BABA). UKS are currently exploring the options available for addressing these concerns with the aim of mitigating and reducing the risk to the performance programme. The funding agreement will have very tight conditions. DC will report back to Board in May with an update and recommendation. **UKS**

## **5.1 Development of Strategy to deliver a 'Stronger, more sustainable system'**

ST introduced paper UKS 08 which followed discussions at the Board meeting in December when the UK Sport Board identified an objective to deliver a stronger, more sustainable system for high performance sport. ST reported on the consultation to date with several internal and external stakeholder groups and he highlighted the emerging themes so far. The next steps are for the Performance Directorate to create a first draft of the strategy which will then be reviewed by stakeholders, including Home Country Sports Councils and Institutes. A final draft will be presented to Board in June. Board agreed the direction of travel and asked for connectivity with the Home Countries, as well as integration of programmes leading to the Commonwealth Games.

## **5.2 2013-17 World Class Performance Investment**

PB introduced paper UKS 09 which provided an update on the amendments to the 2013-17 World Class Performance Investment decisions arising as a result of the informal representations to the January Board.

### **Beach Volleyball**

Based on updated financial information submitted by Beach Volleyball, **Board approved an increase in the small squad investment in Beach Volleyball of £137k, bringing the total investment, inclusive of Athlete Personal Awards, to £541k.**

### **Basketball**

At the Board meeting in January 2013, it was agreed that UK Sport officers would engage further with Basketball on the detail of their programme plans to further inform Board's consideration of the quantum to be invested. PB reported back to Board and after discussion, **Board agreed a total award recommendation of £7,039,840, subject to the award being confirmed beyond year 1 of the Rio cycle.** This sum is inclusive of a sports specific budget and assumes no uptake of Athlete Personal Awards. A one year award within this quantum and milestone targets for 2013 will be agreed with officers. Any further investment beyond 1 year will be considered at the Annual Review.

### **Wheelchair Fencing**

At the Board meeting in January 2013, it was agreed that UK Sport officers would engage further with Wheelchair Fencing on the detail of the programme plans to further inform Board's consideration of the quantum to be invested. Subsequently, **Board agreed a small squad investment of 6 athlete places resulting in a total award recommendation of £1,008,608,** inclusive of Athlete Personal Awards. The amount is subject to the award being confirmed beyond year 1 of the Rio cycle. A one year award within this quantum and milestone targets for 2013 will be agreed with officers. Any further investment beyond 1 year will be considered at the Annual Review

LN confirmed to Board that the deadline for receiving formal appeals had

now passed and no further appeals had been received. She thanked Board for the time they had given at the January meeting to listen to and consider the representations.

### **5.3 World Class Performance Investment – Performance Support Personnel**

PB introduced paper UKS 10 outlining a proposal to introduce a UK Sport policy to cover support personnel who are in the field of play and are awarded a medal (e.g. guides, coxes etc). Through the Rio investment decisions, it had become apparent that the sports affected (7 in total) were not applying a consistent approach. Officers felt it was timely to propose a consistent approach for all sports as a matter of principle.

**After discussion, Board agreed to a principle that all athlete support personnel receiving an Olympic or Paralympic medal, who are nominated to be part of a World Class programme should be supported.** Board were content to leave UK Sport officers to agree the appropriate quantum of APA and athlete place that would apply in each case.

Paul Buxton left the meeting.

### **6.1 UK Sport Budget 2013/14**

SdS introduced paper UKS 11 which set out in detail the budget for the year 2013-14 which had been prepared in line with the UKS 2013-17 financial plan. The budget was being presented to Board for approval.

SdS confirmed that a draft budget had been reviewed by Audit Committee who were largely supportive but had raised a challenge around the presentation of the operational costs. SdS reiterated that the operational costs are all within the DCMS control totals and showed an increase in order to support the delivery of the new performance strategy; new requirements around delivering the athlete appearance days and the increased administration work around the increased number of athlete grants. New staffing posts have been identified and are within the UK Sport headcount and pay remit forecasts. JV asked whether the increase in non-programme costs could be justified and LN reassured Board that these were focussed on activity required to support the ambitious goals. SdS pointed out that it is not a balanced budget in terms of income and expenditure being equal as Board had agreed that funds from the lottery balance could be released across the 2013-17 period.

SdS also drew Board's attention to the 4 year plan which set out which aspects of the 13-17 financial plan would be financed via the National Lottery and those elements which would be financed via Exchequer.

**Board approved the budget proposals for 2013/14 subject to the final cash flow requirements for NGBs for 2013/14 being finalised.** Chair acknowledged that Audit Committee should keep expenditure under review to reflect the commitment to maximise the impact of investment to support delivery against agreed goals.

## 6.2 Operational Plan

A copy of the UK Sport Operational Plan had been included in the Board documentation for information. DC stressed that it was an internal, working document and welcomed Board to feed in any comments.

All

## 6.3 DCMS KPIs 2013-14

DC informed Board that external expertise has been engaged to help develop a Performance Framework for UK Sport. UK Sport will discuss with DCMS their requirements regarding KPIs (metrics and targets) to ensure these are integrated to the overall framework. Board were also invited to think about which areas they would expect to be monitored through a performance framework and reported to regularly to Board.

UKS

DC also updated Board on some of the conditions around the decision not to merge with Sport England. By September 2013 a decision on co-location would be made. Meetings were taking place with Sport England to look at the principles around shared services and an implementation plan would be in place by September 2013. Ways of strategically aligning the work of both organisations (talent pathway, coaching, governance, leadership development) are being considered and joint co-operation is on-going around major event impact, the LOCOG database and athlete appearances.

## 7.1 Tour de France update

MH arrived at the Board meeting and Esther Nicholls joined for the discussion on the Tour de France. At its meeting on 30<sup>th</sup> January, the Board agreed that it would consider a funding application from Welcome to Yorkshire (WTY) towards the opening stages of the 2014 Tour de France, but that it would reserve judgement on making any exceptions to its investment policies until the application had been through due process.

WTY's submission had therefore been considered by the Major Events Panel on the 26<sup>th</sup> February. Based on the strategic benefits of hosting the event the Panel had been minded to make an investment recommendation, however a number of critical issues relating to the budget and business plan were identified which would need to be satisfactorily addressed before a positive recommendation could be made. Following the receipt of supplementary information from WTY, the Panel had met again on 13<sup>th</sup> March to reconsider this issue. The Panel concluded that this new information did not provide sufficient assurance regarding the viability of the hosting plan. The Panel's recommendation therefore was not to invest into the proposals submitted by WTY.

Paper UKS 14 summarised the WTY submission and the Panel's technical assessment, and these were debated by Board in full. **Board agreed that it should not invest National Lottery funding into WTY's proposal due to the concerns that had been raised regarding the financial and logistical viability of the hosting plans.** Board also expressed limited confidence in WTY's leadership of the event.

LN informed the Board that Government shared some of UK Sport's concerns regarding the proposals, but that Government was minded to make a significant investment into the event if a viable proposition could be found. From Government's perspective, any such support would ideally be routed through UK Sport, and UK Sport would manage the investment on behalf of Government. Board then discussed what this support could look like. It was agreed that a letter would be sent to the Permanent Secretary at DCMS offering to work with Government to find a way forward, whilst acknowledging that this is a very high risk project with significant financial and logistical challenges and an extremely limited timeframe.

UKS

**Board agreed that UK Sport would be prepared to manage any such investment on Government's behalf, as long as they had the authority to determine the investment conditions.**

It was agreed that Board would be updated at the next meeting

## **7.2 Major Events Panel Review**

EN introduced paper UKS 15 which detailed the outcome of a review of the Major Events Panel in order to consider its role and effectiveness in delivering the 2013-19 Major Events Strategy. EN highlighted the recommendations of the review and after discussion, **Board agreed to:**

- **approve the repositioning of the Panel as a technically-focused sub-committee, with key strategic decisions regarding the programme and its objectives residing with the Board;**
- **give delegated authority to the Chair of the Panel to streamline the Panel and alter its composition in line with this technical focus**

Board also asked that sufficient time is given at meetings to look at the strategic value of the events.

Esther Nicholls left the meeting.

## **7.3 2013-17 International Relations Investment Principles**

Since the last Board meeting, when the International Relations Investment Principles were presented, SM had met with JV to refine a number of drafting issues. **Board subsequently approved the revised set of principles as attached to paper UKS 16.** Board also requested that Commonwealth Games Associations are included in the same way.

## **8.1 Eligibility Criteria – Conduct**

DC gave Board an update since the last meeting. He thanked JV and RC for their contributions to a workshop at UK Sport to discuss eligibility criteria. Officers will now work on a short policy document that will be circulated to Board prior to wider consultation.

**UKS**

## **8.2 Major Events Panel – Recommendations**

**Board approved the following recommendations:**

- **World Figure Skating Championships 2016 (Glasgow)**

UK Sport to provide a grant of up to up to £375,000 towards the staging of the World Figure Skating Championships 2016, subject to the following specific conditions:

- UK Sport to be given the authority to carry this award over to a bid for the 2017 World Championships should the bid for 2016 be unsuccessful, assuming that the conditions for a 2017 bid remain similar to those presented for 2016 bid.
- Confirmation in writing of the cash and VIK commitment from NISA, EventScotland and GCMB
- Accommodation purchasing for those attending the event is structured so that all commissions are returned to support the event delivery costs
- Glasgow confirm in writing its commitment to underwrite the event
- An operational plan is produced and agreed by the partners
- A contingency share to be agreed amongst the funding partners

- A surplus claw back agreement is made between the partners
- The development plan for the event must be endorsed by the relevant Home Country Sports Councils and is subject to the approval of GCMB, EventScotland and UK Sport.
- The development programme referred to in the event budget to be financially controlled, delivered and administered by NISA, however consultation with the relevant Home Country Sports Councils, as to the format, operation and delivery of the programme shall take place.

• **European Wheelchair Basketball Championships 2015 (Worcester)**

UK Sport to provide a grant of up to £375,000 towards the staging of the European Wheelchair Basketball Championships 2015, subject to the following specific conditions:

- UK Sport will ring-fence the contingency of £80,000 which will only be released with the agreement of UK Sport
  - UK Sport to ring-fence £50,000 of its award against TV Broadcast costs which will only be released with the agreements of UK Sport officers
  - Written confirmation of BWB underwrite and cash & VIK support
  - Written confirmation of University of Worcester cash & VIK contribution to the event
  - That BWB make best endeavours to seek additional cash and / VIK support from Worcester City Council
  - UK Sport to approve sponsorship strategy
  - UK Sport to approve marketing strategy
  - UK Sport to approve all ceremony and protocol plans
- **UCI Mountain Bike World Cup 2014 (Neath Port-Talbot)**

UK Sport to provide a grant of up to £150,000 towards the staging of the UCI Mountain Bike World Cup 2014, subject to the following specific conditions:

- £15,000 is ring-fenced as retention and only released upon receipt of final accounts which demonstrate financial need and post event information has been received.
- Officers are to receive written confirmation of commitment to construct the course and delivery timescales.
- British Cycling cash contribution to be increased to £20,000 and written confirmation of the contribution to be received by UKS.
- A proportion of the contingency is ring-fenced and only released with UK Sport Officers approval. The quantum is to be determined pro-rata to other funding partners investment levels.

**8.3 Major Events Panel – Minutes**

These were noted.

**8.4 Audit Committee – Minutes**

These were noted.

**8.5 Board Events Calendar**

This was noted.

**9. Any Other Business**

**10. Date of next meeting: 8<sup>th</sup> May 2013**