



**Minutes of the UK Sport Board Meeting held
on 23 September 2015**

Present

Chair Rod Carr

Attendees: Louise Martin
John Dowson
Sarah Springman
Lis Astall
Laura McAllister
Nicky Roche

UK Sport Staff	Liz Nicholl Simon Timson Simon Morton Sophie du Sautoy Vanessa Wilson Chelsea Warr Ian Robinson Vijay Parbat Jane Purdon Jo Whittaker	Chief Executive Director of Performance Chief Operating Officer Director of Finance, Investment and Business Services Director of Commercial & Communications Deputy Director of Performance (item 10.1) Head of High Performance System Strategy (item 10.1) Head of Legal Head of Governance (item 10.3) Acting Head of HR (item 10.5)
-----------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Observer John Steele

Board Secretary Nicky Anderson

1. Introduction and Apologies for Absence

Action

The Chair welcomed members to the meeting. Apologies were received from Nick Bitel, Brian Henning and Neil Chugani.

2. Chair's Update

Chair congratulated Louise Martin on her appointment as President of the Commonwealth Games Federation (CGF) and acknowledged Lord Sebastian Coe's appointment as the International Association of Athletics Federations (IAAF) President. Louise Martin thanked UK Sport for the significant support during the campaign.

Chair highlighted the significant sporting performances and results during the summer months.

The Department of Culture, Media and Sport (DCMS) has announced that Tracey Crouch, Minister for Sport, Tourism and Heritage, is pregnant and her maternity leave will commence in January. A replacement will be announced in due course.

CEO and Chair have been in several briefing meetings regarding the Comprehensive Spending Review (CSR) and the announcement will be made on 25 November 2015.

3. 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.

Rod Carr, Chair of UK Sport and ex CEO of Royal Yachting Association (RYA) declared an interest in item 9.1.

4. Approval of Minutes

The minutes were approved as a true record of the meeting.

5. Matters Arising

LN updated on the Board action log and highlighted:

The Staff Survey and Road to Rio Campaign ticket sales will be addressed later in the meeting.

6. Executive Team Report

SM highlighted that since the last Board meeting, 9 supported events have been staged including 8 World and European Championships.

The significant amount of work being undertaken on Tokyo planning, in parallel to Rio preparation, was noted.

VW updated on the Communication Team's recent success celebrating the role that National Lottery funding has had on British Olympic and Paralympic sport achievements through the development and delivery of a successful social media campaign - #ThankyouThursday which involved athletes, sports and partners and resulted in the campaign trending on Twitter.

Board discussed the current anti-doping issues within the media and was reassured by the Executive team's confidence in the work of UK Anti-Doping (UKAD) to educate athletes.

LMcA asked for an update on Project Para and its connectivity with Home Country Sports Councils (HCSCs). **UKS**

7.1 Triennial Review Report

LN introduced paper UKS 40 reminding Board that the review is part of the government's public reform programme providing a robust challenge to the continuing need for non-departmental public bodies, and reviewing their functions, performance, control, and governance.

Board discussed potential risks with some of the recommendations from the report and also discussed feasibility, risk and prioritisation when considering efficiencies and was reassured by the Executive's plans to manage these.

Board noted that the Triennial Review recommendations related solely to UK Sport and Sport England and asked that, where appropriate consideration is also given to engagement with the other home nations. It was agreed that a further column should be added to the recommendations capture these actions. **UKS**

In discussion, LM raised the question of the name of the English Institute of Sport (EIS) and it was agreed that it would be timely to review this alongside Tokyo planning. **UKS**

SS joined the meeting.

8.1 Finance Update

SdS updated Board on the most recent financial forecasts against the 2015/16 financial year and 4 year financial plan. Exchequer administration costs are currently forecast to be within the control total.

Forecast lottery income for the year remains as per the latest DCMS projections from January 2015 and the indication from DCMS colleagues is that there are no significant changes to the current projections planned. SdS also noted that Camelot have announced changes to the format of the lottery game which will take effect from October with the intended effect of increasing the number of ticket sales and therefore return to good causes. Lottery income will continue to be monitored closely.

SdS updated Board on the 2013/17 financial plan, highlighted some minor movements from the last forecast and discussed the remaining areas of risk and the Executive Team's plans to manage this.

8.2 CSR Planning

LN gave a verbal update, reminding Board of the official submission that was previously shared and advising that the DCMS has submitted its own bid to the Treasury.

LN and director colleagues met with the Treasury officials, a meeting facilitated by the DCMS, to talk through options submitted and these were well understood.

9.1 Major Events Panel Recommendations

RC left the meeting.

JD Chaired the meeting in the Chair's absence.

SM introduced UKS 42.

Board agreed to award the Royal Yachting Association (RYA) an award of up to £250k towards the bidding and staging costs of the 2016 ISAF Sailing World Cup subject to the conditions outlined in the paper.

RC re-joined the meeting.

9.2 Tokyo Investment Guide (including process)

ST introduced paper UKS 43 and informed Board that the Home Country National Governing Bodies (NGBs), Sports Councils and Institutes and partner briefings have been well received.

Board discussed risks and was reassured by the plans in place to manage them.

Board approved the Tokyo Investment Process Guide.

10.1 Post Rio Strategy

IR updated Board on the plans to develop and roll out UK Sport's Vision, Mission, Objectives, Strategy and Tactics (VMOST) Strategy throughout the organisation.

Board discussed the connectivity of this work with previous strategy discussions and decisions and suggested minor amendments. Board agreed to review revised objectives before December Board, and to schedule a discussion on the strategy at each Board meeting during 2016. The importance of aligning this with the outcomes of the new Government Strategy for Sport was noted. **UKS**

CW presented the Performance function's journey to develop their strand of the strategy. Board acknowledged the excellent work.

10.2 Major Events Strategy

SM introduced paper UKS 44 setting the context for the review of the Major Events Strategy.

Board noted the purpose and timeline of the strategic review and discussed potential challenges with hosting requirements.

Board will receive a further update in February 2016. **UKS**

10.3 Governance Update

SM introduced paper UKS 45 and provided Board with an update on UK Sport's Governance work, whilst also presenting the context and proposed process for reviewing UK Sport's Governance Framework for the Tokyo Cycle.

Board discussed progress to date in developing good governance in NGBs and the need to evolve UK Sports Governance Framework into the next cycle.

Board also discussed the impact of term-limits on the UK's ability to develop long-term pathways into International Federation positions.

10.4 Draft Response to Strategy

VW presented UK Sport's draft response to the Government Sport Strategy Consultation which was launched on 31 July 2015 by Tracey Crouch MP.

Board discussed a range of issues including benefits of potential tax relief for investors, challenges and opportunities in the coaching landscape, performance lifestyle and education of athletes in a commercially driven environment.

Board will receive a copy of the final submission on 1 October, 2015.

10.5 Staff Survey 2015

LN introduced UKS 47 and JW highlighted that the overall results were extremely positive. Board discussed some of the issues that had driven down the results which were highlighted in the paper and were reassured of the plans the Executive Team had in place to address them.

11.1 Milestone Target Updates

ST introduced UKS 48 and highlighted that the sports in Risk & Opportunities are responding positively and have been performing well with Shooting as a good example.

11.2 Major Events Update

SM introduced paper UKS 49 and informed Board that the Road to Rio ticket sales are on track. A final report will be shared with Board after the campaign.

11.3 June Audit Committee Minutes

Board received and noted minutes. JD confirmed that the Audit Committee discussed the possibility of setting up a new separate pensions committee but agreed against this and that the pensions will continue to be reviewed by the Audit Committee.

The Risk Management workshop has been confirmed for 11 November 2015.

11.4 Major Events Panel Minutes

Board received and noted minutes. SM drew Board's attention to the European Swimming Championships in 2016 and the Solheim Cup 2019.

12. AOB

Chair shared details of the plan for the December meeting in Scotland.

13. Date of next meeting: 2 December 2015

