



Minutes of the Meeting: 12 May 2003 (held at UK Sport, 40 Bernard Street, London)

Present

Chairman Sir Rodney Walker

Members

Nick Bitel	Adrian Metcalfe
Patrick Carter	Connie St Louis
Alastair Dempster	Eric Saunders
Zahara Hyde Peters	Gavin Stewart
Louise Martin	

UK Sport Staff

Richard Callicott	Chief Executive, UK Sport
Andrew Barnett	Head of Communications
Liz Nicholl	Director, Performance Services
John Scott	Director, International Relations and Major Events
Michele Verroken	Director, Drug-Free Sport

Observers

Roger Draper	Sport England
Eammon McCartan	Sports Council for Northern Ireland

Introduction

- 1 Sir Rodney welcomed members to the meeting.
- 2 The Chairman congratulated Michele Verroken on her election as Vice President of the Association of National Anti Doping Organisations and John Scott on his election as Chairman of the Council of Europe Committee for the Development of Sport (CDDS).

Apologies for Absence

- 3 Louise Martin would arrive late and Gareth Davies and Laura McAllister sent their apologies, as did Huw Jones and Ian Robson .

Minutes of the Meeting held on 10 March 2003

- 4 The minutes of the meeting held on 10 March 2003 were confirmed as a true and accurate record, subject to the following amendments:
 - 4.1 Gareth Davies recorded as present at the meeting.
 - 4.2 Eric Saunders has been re-appointed for a further four years as chairman of the Sports Council of Northern Ireland.

- 5 Richard Callicott explained that following the last Council meeting UK Sport has received confirmation that Government would provide £3m towards the Lottery Shortfall of £6.3 million for WCPP in 2003/04 and the balance would be met by a £3.3 million contribution from UK Sport. In addition, UK Sport had received assurance from the Government that UK Sport it would receive the necessary funds to meet the commitment to provide £25 million for the WCPP in 04/05. Sir Rodney Walker informed members that UK SPORT had made the budget adjustments to find the £3.3m by diverting Modernisation underspend from 2002/3, reducing National Centre investment and savings from Communications and UKSI budgets. UK Sport was determined that the shortfall should not impact on Home Country Sports Councils.
- 6 Members discussed the impact a successful London bid for the 2012 Games would have on Lottery Funding. Members noted the need to be aware that existing Lottery Funds could be diverted to help fund the staging of the Games.
- 7 Members requested that a copy of the UK Sport Lottery Strategy be re-circulated to new members. Members discussed issues surrounding funding and agreed the need for all Councils to agree a common approach. The Chief Officers agreed to meet to discuss how to progress this.
- 8 Members received copies of the Elite Funding Review report conducted in April 2003 by Sue Campbell for the Secretary of State.

Financial Management Reports (UKSC 72 2003)

- 9 Neil Shearer introduced this item, explaining that the first set of statutory accounts are with the National Audit Office. The Statutory accounts would go to the Audit Committee meeting on 17th June 2003 and would be presented to Council for approval in the July meeting. The Management report is subject to any amendment. The UKSI review, deferred recruitment and continual prudence about spend has contributed to a larger surplus than usual. Ministers have agreed to UK SPORT un ring-fencing funds to meet the £3.3 million contribution to the Lottery Shortfall for 2003/2004.
- 10 Members requested a simple overall summary of income and costs showing funds carried forward.

Audit Committee: Minutes of the meeting held on 10 March 2003

- 11 Neil Shearer introduced this item. Members were informed that one correction has been made to the minutes since their submission as a Council Paper. Revised terms of reference of the Audit Committee will be submitted to Council for approval.

Presentation on the Investing in Change Programme

- 12 The Chairman invited Liz Nicholl to update members on the Investing in Change Programme. Members were advised that Deloitte and Touche were appointed in Autumn 2002 to complete the report, working closely with a Steering Group which included representatives from the Home Country Sports Councils, one Ministerial appointee (Steve Brierly), the Chairman of the Awards Panel and Council member (Gavin Stewart) and two NGB Chief Executives (John Crowther and Rod Carr). The report had been produced

following wide consultation across UK with 140 NGBs in focus groups and through questionnaires and was being positioned as being created by Governing Bodies for Governing Bodies. . The Steering Group had considered the report in detail through a number of versions. A final draft had been produced with a limited further circulation beyond the Steering Group to selected Governing Bodies and to the CCPR for final consultation and this was currently with the Minister for Sport, Richard Caborn, for approval prior to being launched into the public domain. The copyright will remain with UK Sport. The document will be available to download from the website, which includes a self assessment tool for Governing Bodies.

The main findings of the report focus on:

- core of the report are Five differentiated competency models, setting out the skills and structures which a “model” NGB might have, dependent on its size. In addition, a simple tool to help guide NGBs through the process of establishing which model might best suit them, to enable them to undertake a gap analysis.
- in addition to the competency models, the report also makes a number of key recommendations:
- that all NGBs undertake a process of reviewing their current structures and practices against the liC models, and action plan to address any weaknesses or deficiencies.
- that NGBs should give greater priority to professionalisation and commercialization, including the preparation of a commercialization action plan by each NGB
- sports Councils should :
 - (a) help establish structures to facilitate collaborative solutions – shared services for smaller NGBs;
 - (b) in the short-term develop the market for services in NGB staff training, IT support; and
 - (c) develop and disseminate best practice guidance on issues such as governance.

- 13 Members expressed concern that the report had not been formally approved by all Home Country Sport Councils and that UK Sport members had not received copies of the report. Officers agreed to send copies to all Council members. The Chairman recommended that the proposed launch of the report by the Minister at the CCPR conference on 20th May 2003 should be restricted to an outline of what will be published. The report will be submitted to Council for approval at the next meeting in July.

UK Awards Panel: Report of the Meeting of 28 April 2003 including consideration of the Lottery Shortfall (UKSC 74 2003)

- 14 The chairman invited Liz Nicholl to introduce the report and funding recommendations from the UK Awards Panel meeting of 28 April 2003.
- 15 Members noted that following confirmation from the Government that the Lottery Shortfall will be met, Awards granted in principle by the March Council were now being released.
- 16 Members were invited to endorse the principle that the sports of Mountaineering and Caving remain eligible for continued exchequer funding until 31 March 2005. In parallel to this, funding priorities were being re-evaluated as part of the pre-Athens review and funding recommendations

beyond 1 April 2005 would be before Council early in 2005. The following Exchequer grants were recommended by the UK Awards Panel:

16.1 BRITISH MOUNTAINEERING COUNCIL

To recommend the offer of an Exchequer grant to the British Mountaineering Council of £106,000 for the period 1 April 2004 to 31 March 2005.

16.2 NATIONAL CAVING ASSOCIATION

To recommend the offer of an Exchequer grant to the National Caving Association of £20,000 for the period 1 April 2004 to 31 March 2005.

- 17 Members discussed the principle of supporting these type of Awards in the current climate of financial uncertainty. Officers reminded Members of the agreed Exchequer award categories which formed the basis of the recommendation of the Awards Panel. Both these awards fell within Category 4 – World and UK leaders with an emphasis on safety through education of instructors. It was agreed that a decision on these awards should be deferred. The Awards will be held pending approval from Council.

- 18 Members endorsed the following WCPP Awards recommended by the Awards Panel:

18.1 British Paraplegic Shooting Association

The offer of a WCPP award to the British Paraplegic Shooting Association of £65,464 for the period 1 April 2003 to 31 March 2005 (£32,732 per annum)

18.2 British Weightlifters' Association

The offer of a new WCPP award to the British Weightlifters Association of £20,000 for the period 1 April 2003 to 31 March 2004 for a customised support programme for Michaela Breeze.

- 19 Members endorsed the following Exchequer awards recommended by the Awards Panel:

Category 1: Supporting World Class Performance

19.1 SnowsportGB (British Ski and Snowboarding Federation)

The offer of an Exchequer grant to SnowsportGB of £186,666 for the period 1 August 2003 to 30 September 2004 (£160,000 August/July 04 and £26,666 pro rata August/September 04).

Category 3 – Supporting and Developing Success- priority band 5

19.2 British Parachuting Association

The offer of an Exchequer grant to the British Parachuting Association of £30,000 for the period 1 July 2003 to 31 March 2004.

Category 4 – World and UK leaders – investing in quality support

19.3 SportscoachUK

The offer of i) an Exchequer grant to Sportscoach UK of £625,000 for the period 1 April 2003 to 31 March 2004 (incorporating the grant of £175,000 for the first quarter approved by the March Council); ii) an in principle Exchequer grant of up to £90,000 for 2003/04 to support coaching research activity, and iii) a minimum Exchequer grant of £500,000 for period 1 April 2004 to 31 March 2005 subject to revision following discussions with scUK on its work on high performance coaching and research.

19.4 British Association of Sport and Exercise Sciences (BASES)

The offer of an Exchequer grant to the British Association of Sport and Exercise Sciences of £20,000 for the period 1 April 2003 to 31 March 2004, and a planning figure of £20,000 for the period 1 April 2004 to 31 March 2005.

Major Events Panel: Minutes of Meeting of 02 April 2003

- 20 The Chairman invited John Scott to introduce the minutes of the Major events Panel meeting.
- 21 Members agreed in principle to the following Award subject to the event being held at Weymouth:
- 21.1 **UK Sport provide in principle support of up to £291,000 towards the staging of the ISAF Youth World Sailing Championships 2006, with a request to re-assess this figure once officers have had an opportunity to work with the RYA on areas deemed weak or missing from the budget. Two further conditions were added as follows:**
- **written confirmation is to be provided that none of UK Sport's grant will become payable to ISAF should the event make a profit.**
 - **the appropriate drug testing be undertaken at the event, despite not being a requirement of the International Federation.**
- 22 Members were updated on the current situation with the World Badminton Championships. UK Sport officers are working with the British Badminton Association of England to discuss alternative dates for the event. (Subsequent to the meeting the IBF has confirmed that Birmingham would host the re-scheduled event from 28 July to 3 August 2003.
- 23 Members discussed the issue of policing costs for sports events. Members suggested this subject is looked into further.

London Bid for Olympic Games 2012

- 24 John Scott provided an update on the potential bid. A formal decision is awaited from the Government (Subsequent to the meeting Government, the GLA and BOA announced on 15 May that London will bid for the Games in 2012).

Report on Memorandum of Understanding (UKSC 75 2003)

- 25 The Chairman invited John Scott to update members on the recently signed Memorandums of Understanding with China and Cuba. Members discussed the importance of developing a more strategic and long term view for developing relationships with countries. The Chairman informed members that he had met with the Secretary of State and raised the potential of these agreements for both UK Sport and broader Government agendas. UK Sport is continuing to build a relationship with Foreign Office to progress this issue. Members requested a list of countries that UK Sport has a Memorandum of Understanding with. These were noted as China, Cuba, Saudi Arabia, South Africa and Argentina (which has recently expired). Members noted that MOUs will be considered within the work being undertaken on a new international relations strategy currently under preparation.

Report on Ethically Fair and Drug Free Sport (UK SPORTC 76 2003)

- 26 The chairman invited Michele Verroken to introduce her reports.
- 27 Members' attention was drawn to the joint statement and advice for athletes in relation to the use of supplements developed in conjunction with the British Olympic Association, British Paralympic Association and National Sports Medicine Institute which was launched publicly on 1st March 2003. Members were advised that this was an important step forward and Officers were now developing a mechanism to enable Governing Bodies to sign up to this statement.
- 28 Members received copies of the Anti-Doping Report 2002/3. Members were advised that 2002/3 reported the largest testing Programme to date in the UK, including testing at the Commonwealth Games and World Indoor Championship Athletics. Members discussed the following issues:
- Concern was expressed about the reporting of findings are reported prior to the individual having been through the disciplinary process. It was noted that this is in line with the World Anti Doping Code and the previous reporting policy for the UK.
 - Concern was expressed regarding the increasing number of athletes who are being reported as unavailable for out of competition testing. Officers explained that there has been a decrease for this quarter but that further education of athletes is required to improve the quality of no advance notice testing as required by the Code.
- 29 Michele Verroken introduced Paper UKSC 77 2003 on the World Anti Doping Code. Members accepted the Code, recognising that there will be additions as the policy is further developed. Members asked whether legislative changes would be made to enable the UK to comply with specific requirements such as the management of personal data. Officers assured Members that discussions were ongoing with Government regarding the achievement of the Copenhagen Declaration and compliance with the Code to ensure that sport in the UK would meet these requirements.

Communications

- 30 Andrew Barnett reported on the Sports Summit. The event is being reviewed by Officers and the BBC with a view deciding whether to repeat the Summit next year.

Any Other Business

- 31 Members congratulated Nick Bitel on the organisation of a successful London Marathon.

Date of next meeting

- 32 The next meeting will be held at 9.00am on Tuesday 15th July 2003 at UK Sport. NB. this is an amendment to the original date of Monday 14th July 2003.