

sportscotland

Council Meeting

Minutes of the Council Board Meeting held at Inverclyde on Wednesday 13 December 2017 at 09:00.

Present

Members

Mr M Young, Chair
Mr D Cameron
Professor C Mahoney
Mrs C Riddell
Professor L Robinson
Mrs S Sandilands
Mr D Skinner
Miss K U'ren
Mr G Walker
Ms F Wood

In Attendance

Council Officers

Mr S Harris, Chief Executive
Mr S Ogg
Mr M Roberts
Mr M Whittingham

Ms M Borland
Mr M Cavanagh
Mr N Cobb
Ms A Law-Reed
Mr J Lunn
Ms J Lynn
Mrs A Gardiner – Minute Secretary
Miss L Cook – Minute Secretary

Scottish Government

Mr D Grieve

Welcome

The Chair welcomed everyone to the meeting and commented on the very enjoyable and informative strategic discussion held the evening before.

Business

1 Apologies for Absence

- Apologies were noted from Mr C Grant and Miss H Ousta (for both the 12 December strategic discussion and the 13 December Board meeting).

2 Declarations of interest

- There were no new declarations of interest.

3 Minutes of Meeting held on 25 October 2017

- The minutes of the Board meeting held on 25 October 2017 were approved as a true and accurate record other than the following amendment to Section 9, sentence commencing “A stakeholders meeting.....” to read, “A launch event for the Standards was taking place on 6 December 2017 to start the roll out and mapping over of SGBs. This mapping will progress throughout 2018 with SGBs expected to be Standards compliant by April 2019 and reporting against the Standards starting from June 2019.” In addition, the word “licencing” in the second last line to read “registration” instead.

4 Matters Arising

- There were no matters arising from the minutes of the previous meeting.

5 Chair’s Report

The Chair reported on his recent activity, giving a verbal update from the most recent UK Sport Board meeting. He noted some of the changes he had perceived including a greater emphasis on the “athlete’s voice” and the progress made with National Governing Body governance arrangements with all NGBs having adopted the new governance code.

The Chair noted the positive relationship between UK Sport and DCMS and how they are working well together for the benefit of sport. He also highlighted the recent research findings which showed the economic and social impact of sport in a very positive light. It was also noted that European research showed that major sporting events do have a positive impact,

The Board noted the many demonstrations and examples of the positive impact of sport at the recent Sunday Mail and **sportscotland** awards.

- **The Board noted the Chair’s Report.**

6 Executive Management Report

Mr Harris presented his report and highlighted the following:

Ministerial Annual Review – Members noted the information presented to the Minister and the positive discussions regarding the value of sport to public life.

Barclay Report (recommendation 24) – members welcomed the decision not to remove business rates relief from existing local authority leisure trusts (ALEOs) as this could have had a disproportionate impact on socially excluded areas.

Scottish Golf - The Chair reported on the recent Scottish Golf consultation day. He reflected on the changing membership profile presented to the previous Board meeting and indicated he felt that positive leadership was now being demonstrated. Mr Harris also indicated that there had been a welcome change in the relationship with Scottish Golf. There would be a vote on the new strategy in March 2018. .

Inverclyde - Members noted that Soutar Sports, the landscape contractors for the Inverclyde golf course had gone into administration. In response to a query, it was noted that the works were ahead of payment and there would be no financial loss to **sportscotland** due to the low risk financial payment plan in place.

SSA - Members discussed the relationship with the Scottish Sports Association, noting **sportscotland**'s position that the organisation should be funded by its members.

Observatory for Sport - In response to a query, Mr Harris said he was not completely clear on the role of the Observatory, however he stressed that the sector needs to be working more collectively on data. He indicated that Mr David Williamson Head of Strategic Planning had been involved in discussions with the Observatory.

National Lottery - Members noted Camelot's revised strategy with the aim of returning the income to good causes to growth and the level of cooperation between the strategic partners. Mr Harris stressed the importance of National Lottery funding to **sportscotland**'s operations and future investment.

➤ The Board noted the Executive Management Report.

For Discussion

7 Corporate Planning 2019/2023 and Business Planning /Budget Development 2018/19

Ms Borland presented the proposed corporate planning process for 2019 onwards. The Board noted the various milestones within the consultation process, leading to a Board review of the draft Corporate Plan in December 2018 with final sign off anticipated in February 2019.

In response to Board Member queries, Mrs Borland advised that Health was a key player in the National Strategic Group (NSG). **sportscotland** is represented on the NSG by the Chair and CEO. One of the NSGs main aims is to consider how all the relevant public bodies can contribute to encouraging physical activity. Mr Harris confirmed that it was the Scottish Government's role to facilitate this discussion and set expectations across the various departmental portfolios, with **sportscotland** representatives taking every opportunity to be more explicit around its role in the wider physical activity agenda.

Mr Harris stressed the importance for joint leadership by the Board and executive team in the development of the corporate plan and associated Business Plans and budget and outlined the key elements of the financial planning process to date.

Mr Harris presented the current income projections and assumptions, with Grant in Aid investment levels to be advised the next day in the Scottish Government's budget announcement. He expected that National Lottery income would continue to fluctuate. Mr Harris outlined the budget options being considered in advance of the confirmation of the GIA funding. The Board noted the various potential pressures on the budget.

Mr Harris outlined the current capital commitments, totalling £26m which would come from the National Lottery balance. He stressed that there was some potential for these to be reviewed. He also noted that discussions were continuing with the LTA regarding their proposal to convert part of their £7.5m contribution for indoor tennis facilities into loan funding.

The Board noted that additional resources had been secured for a Sport for Change approach and a legacy from the Glasgow 2018 European Championship.

Mr Harris advised that the Scottish Government's 2018-19 budget would be announced at 2.30 pm the following day and he and the Chair were scheduled to meet the Minister immediately after. They will communicate with the Board as soon as possible after the meeting.

The CEO and Board thanked the teams involved in working across the organisation to identify potential efficiency options whilst preserving the sporting system and supporting the priority of maintaining staffing levels particularly externally. Mr Harris highlighted that **sportscotland** had adopted a greater leadership role within the sector and was continuing to move away from being seen solely as a funder.

Mr Grieve advised that the Minister was open to making investment for short, medium and long-term returns and was appreciative and complimentary about the full range of **sportscotland's** work. He noted the Minister's concern about the volatility of National Lottery income.

- The Board noted the proposals for the update of the corporate plan and the current status of the budgeting process for 2018-19.

8 Business Plan: Quarter 2 Report and 2017-19 Business Plan update

Mr Ogg presented the Q2 report and advised that the budget variances were due to phasing, with an expectation of full utilisation by year end. The Board queried whether there were any risks to the delivery of outcomes as a consequence of delayed payments. Mr Roberts confirmed that progress was being made against all outcomes and delays in staged payments were because the executive team were awaiting evidence of compliance against **sportscotland's** investment principles and detailed agreements.

Mrs Borland provided an update on the refreshed business plan and advised that the quarterly budget review had been augmented by the inclusion of a business plan review; this allowed a six monthly refresh which took account of findings during the Q1 and Q2 updates and feedback from the Scottish Government's sponsor team. It was noted that this would be undertaken again in April 2018 following the Q3 and Q4 reviews.

- The Board noted the Q2 report and endorsed the changes to the business plan.

9 **GDPR / Data Management / Security**

Mr Ogg introduced the paper which highlighted the integrated approach **sportscotland** had taken to General Data Protection Regulations (GDPR) by linking it to current activity focused on records management and cyber security.

The Chair welcomed Mrs April Law Reed, Legal Manager, to the meeting. Mrs Law-Reed explained the obligations placed on **sportscotland** and the sanctions for non-compliance with the GDPR, with the Information Commissioner having been given increased powers to fine up to 20 million euros or 4% of annual turnover for any breach. The Board noted that future Information Commissioner's Office funding would be drawn from any fines issued.

The Board noted the outlined benefits of GDPR and that a comprehensive Action Plan had been developed following a comprehensive risk assessment exercise.

The Board welcomed the achievement of Cyber Essentials Plus and Mr Ogg advised that an external benchmarking exercise had also been undertaken. This suggested that **sportscotland** was in a positive position compared with similar organisations. The Board queried how Cyber Essentials compliance would be sustained. Mr Ogg advised that this would be subject to an annual independent external audit.

Following a suggestion from the Board Mr Ogg agreed to estimate the full cost of introducing measures to meet GDPR requirements and undertaking the Cyber Essentials Plus activity. As Senior Information Risk Owner (SIRO) he held overall responsibility and viewed that the organisation was doing as much as possible and committing resources to these areas. Board Members noted the importance of being able to demonstrate that all reasonable steps had been taken and were being taken in the event of any complaints to the ICO.

- The Board noted and welcomed the approach being taken to comply with GDPR and to ensure cyber security.

For Decision

10 **SGB Investment Recommendations**

Mr Lunn presented the paper which invited the Board to consider 'in principle' four year investment figures for SGBs entering their 2018-22 cycle. Mr Lunn explained the context and rationale for the recommended 'total' cycle figures. The Board asked about the strategic engagement and value of working with and investing in football and rugby given their financial standing. It was agreed to schedule a future strategic discussion on these sports.

Mr Lunn provided the Board with assurance that the investment levels recommended represented value for money, reflecting on the professional network of staff deployed across Scotland as a consequence.

Following discussion the Board approved the following totals recognising these figures were subject to review once there was more certainty about the total Scottish Government allocation for 2018-19 and National Lottery income.

- In principle investment into SGBs of up to £14.77m for 2018-19 with any further changes being brought back to the February 2018 Board meeting.
- Specific 'up to' allocations were agreed for the following sports - equestrian, fencing, tennis, snowsport, golf, karate, rugby league, shinty and surfing.

11 Local Authority Investment Recommendations

Mrs Lynn presented the paper on proposed investment into local authorities for 2018-19 and provided additional contextual information on the various activities delivered through Community Sports Hubs, School Sport Competition, Active Girls and Active Schools.

Mrs Lynn described the relationships in place with each of the 32 local authorities and the support provided to them in challenging financial circumstances. Board Members were disappointed to note the planned cuts being made by some local authorities for sport and physical activity. Mr Grieve undertook to forward any relevant information to the Minister so she could raise the issue with COSLA.

- The Board approved the 'up to' planning figures of £13.12m into local authorities for 2018-19 as set out in the paper.

12 Scottish Council of Taekwondo Recognition

Mr Roberts presented the paper which recommended the recognition of the Scottish Council of Taekwondo (SCoT) as the Governing Body for the sport of Taekwondo in Scotland, with membership of around 17,000 players.

- The Board approved the recognition.

For Information

13 Minutes of the Financial Resources Committee meeting held on 20th October 2017 and draft Minutes of the meeting held on 28th November 2017.

14 Communications Update

The Board noted the listing of grassroots communication coverage and engagement. The Board reflected on the strong brand recognition on BBC Sportsound and welcomed the growing levels of reporting and awareness raising.

The Board noted that when compared with other UK national agencies, **sportscotland** is achieving high numbers of coverage, with a small team. The Board confirmed that there was evidence of **sportscotland** getting better at communicating with existing sports people however queried whether this should be diversified to those outside the sector.

15 Any Other Business

Mr Ogg thanked Mrs Gardiner for her 8 years plus service and contribution to **sportscotland**, noting she would be leaving at the end of December as a result of the VS programme.

Date of Next Meeting: Tuesday/Wednesday 27/28 February 2018

Dates of 2018 Meetings: Tuesday/Wednesday 24/25 April 2018
19/20 June 2018
28/29 August 2018
30/31 October 2018
11/12 December 2018

There being no further business, the Chairman closed the meeting and thanked everyone for attending.

Actions

Agenda Item	Responsible Officer	Planned Action	Actions Taken
5	Mr Ogg	Review sportscotland's legal position regarding the claim against UK Sport and British Cycling.	A verbal update will be given to the February Board.
9	Mr Ogg	Estimate the cost of implementing GDPR and meeting the Cyber Essentials Plus accreditation.	Estimates of the costs of implementing GDPR and Cyber Essentials have been prepared and will be reported to the February Board