

Minutes of the Sport Wales Board meeting held on 14 February 2020 at the Sport Wales National Centre

Present: Lawrence Conway (Chair), Pippa Britton (Vice Chair), Ian Bancroft, Rajma Begum, Dafydd Trystan Davies, Delyth Evans, Nicola Mead-Batten, Hannah Murphy, Leigh Robinson, Judi Rhys, Phil Tilley, Alison Thorne, Martin Veale.

Staff attendance: Brian Davies (Acting CEO), Paul Randle (PR), Graham Williams (GW), Liam Hull (LH), Jane Foulkes (Items 1-5.1), Owen Burgess (Item 1-5.7), Amanda Thompson (minutes)

Observers: Paul Kindred (Culture & Sport, Welsh Government) (PK), Eleri McLennan (Young Ambassador) (EM)

1. Welcome

The Chair welcomed all to the meeting. Apologies for absence were received from Ashok Ahir and from Dr Nicola Guy, the Welsh Government's Deputy Director of Culture & Sport, who had taken on the responsibility for Sport policy. PK attended in her absence.

The Chair asked for the Welsh Government to pay particular attention to papers SW(20)04 Community Sport & Activity Programme (CSAP) and SW(20)05 National Centres Facilities Review. There were important issues for the Welsh Government to be fully aware of within those papers.

2. Declaration of interest

Ian Bancroft and Leigh Robinson for paper SW(20)04.

3. Minutes, Action Log, Decision Tracker and Matters Arising

The minutes of the last meeting of 28 November 2019 were accepted as a true and accurate record. The action log and decision tracker were noted. No issues were raised.

Ref 5.6: Climate Change Emergency. The update given in paper SW(20)12 at this meeting was for information only and would be brought before the again Board at its meeting in May.

4. Chair & Executive report

The CEO presented this report and highlighted:

- **Place for Sport:** The Welsh Government's initial capital investment of £5m was on target to be spent as agreed by 31 March 2020. The Welsh Government had made a further £3m available, to be spent by March 2021. Board agreed that a similar approach to this fund would be applied again with possibly only minor changes to the original criteria. There would not be any automatic funding of any previous applications though some projects may qualify to apply again. Certain projects at Plas Menai may be eligible, in principle, as last time. A summary of the projects funded in 2018-2020 would be made available to the Board.
- **Advocacy:** A session on this area of work was scheduled for the Board's meeting in May.
- **Welsh Sports Association:** It was proposed that some Board representatives convene with WSA's Board. The Chair/CEO would progress this with those who put themselves forward.
- **Wales Physical Activity Partnership (WPAP)** National Stakeholder event in April/May. A smaller by-invite event in the first year. Jointly funded and aligned with the HWHW strategy.

- **Partnering with the British Olympic Association:** The CEO would invite the Minister to visit the BOA's performance analysis hub hosted at SWNC during the Tokyo Olympics. The British Paralympic Association could arrange similar for the Paralympics if desired although no request has been received.
- **Welsh Government's International Strategy:** A consultation response was submitted. Sport Wales remained hopeful that the strategy would embrace an integrated role for sport.
- **UKAD Roadshow:** To be held at SWNC on 11 March for NGB Chairs and CEOs. UKAD was keen to have more presence in the Home Countries.
- **Website:** Sport Wales' new website was now live. Further improvements and developments would be made and feedback from Members was welcomed.
- **Wales Sports Awards:** A discussion on the partnership with the BBC and this year's event had yet to be held. Members asked for a formal update to be given to the Board in May.
- **CLIP:** how impact was captured and whether there was a wider reach beyond the core network would be reported back to the Board once the programme had been evaluated.
- **Free Swimming:** Sport Wales would evaluate all local authorities to see where improvements were needed. In the meantime, bilateral meetings would be held with the Vale of Glamorgan Council regarding the level of criticism their revised scheme was attracting.

ACTIONS: A summary of Place for Sport 2018-2020 projects to be available to the Board.
Give an update on Wales Sports Awards at the next Board meeting in May.
Chair to progress meeting with WSA's Board.
GW/Chair to meet with Vale of Glamorgan Council regarding free swimming.

Paper Ref: SW(20)01

5. Policy & Scrutiny

5.1 Business Plan Q3 report

JF and LH presented a summary of the work that has been done over the past quarter, what had been learnt, what was upcoming and an overview on the current organisational position. The following was highlighted:

- Investment strategy engagement – a key area with genuine shift in relationships and buy in to the new strategy. New investment guidance was now available online.
- Curriculum – continue to further develop the proposal and consider how best to influence the four consortia at a very busy time for them.
- Resourcing Strategy – Members were already aware of the reasons for a slight slippage in the timescale. Another update would be forthcoming in May. The self-assessment process would be augmented by a deep dive every four years.

It was pointed out that the impact assessment needed to improve in terms of scrutinising equality and diversity, and how effectively the programmes were reaching the target communities. LH said there would be staff training to improve this later in the year. It was suggested that NGBs be encouraged, wherever possible, to share roles and resources between the sports and organisations.

Paper Ref: SW(20)02

5.2 Business Plan 2020/21

LH presented the draft plan and captured Members' feedback. Digital transformation would be looked at again post-Redesign. The presentation of the key areas of work would be changed to

reflect priority and categorisation of the work, distinguishing in particular between work at a developmental or implementation stage, and work where progress was being monitored. Members approved the business plan, subject to further changes as discussed and the final version would be made available to the Board in April.

Paper Ref: SW(20)03

5.3 Community Sport & Activity Programme (CSAP)

Sport North Wales (SNW): GW reported that SNW had agreed to a local authority hosted governance model and Conwy was likely to take that role. A collective one-year Delivery Plan for 2020/21 had been received. A full Business Case leading to a five-year Delivery Plan for 2021/26 would be submitted to Sport Wales in May. It would include clarifying wider governance arrangements and the recruitment of an Executive Lead.

Roll out across Wales: There had been a pause on the planned next stage of the roll out. Following publication of the Local Government & Elections (Wales) Bill and subsequent clarification, it was necessary to reopen the EOI stage with a wider menu of spatial options. The final footprint would be determined by the Sport Wales Board in July, following the assessment of local submissions during the Outline Solutions stage.

Paper Ref: SW(20)04

5.4 Sport Wales National Centres Facilities Review

5.4.1 Plas Menai

The Facilities Review group (FRG) recommended engaging consultants to assist with drawing up the future outsourced or joint venture management options. It was proposed that the consultants start in March and present a tender short list and feedback on final options to the Board in May.

Members endorsed the outlined approach for the appointment of consultants to work up the next stage, however it was agreed that the Welsh Government's views would need to be known ideally before consultants were formally appointed; further work was required on developing a comprehensive communications and wider engagement plan. The Chair asked for this to be prioritised by FRG at its next meeting on 3rd March.

Welsh language implications also needed to be factored into the assessment process. Plas Menai required upgrading and capital funding to enable its refurbishment had yet to be identified.

5.4.2 Sport Wales National Centre

The initial analysis confirmed the need to understand in greater detail the options available to build new facilities elsewhere or build new on the existing site versus refurbishment. An external consultancy, Alliance Leisure, had been engaged to take this analysis forward, and would report back to the FRG on 3rd March. An update would be given to the Board in May.

Paper Ref: SW(20)05

5.5 Corporate Governance Manual & Terms of Reference for the Audit & Risk Assurance Committee (ARAC)

LH presented the updated Corporate Governance manual and terms of reference for ARAC. The manual had been updated with the membership expectations that all Members agreed to, the information and data security requirements expected of Members, and details relating to termination of office. The terms of reference reflected the change of increasing the potential number of Members from five to seven to give greater flexibility to ARAC. Members approved both documents.

Paper Ref: SW(20)06

5.6 Strategic Equality Plan

LH presented this report so that Board Members would have assurance of compliance with the Public Sector Equality Duty in relation to setting equality objectives. Sport Wales continued the commitment to work with the Public Body Equality Partnership. The action plan arising out of this would be presented to the Board in July. Members approved the recommendations.

Paper Ref: SW(20)07

5.7 Partner Board Diversity update

OB gave an update on the current levels of partners achieving the Board Diversity policy and what work had been done to support NGBs. Members approved the three-stage approach for managing any lack of progress identified among partners. It was reiterated that Stage 3's final clause stated that ultimately not adhering to the Board Diversity policy would render an organisation ineligible to apply for Sport Wales funding from 2021/22 onwards.

There was discussion on progressing diversity within the Sport Wales workforce. The Chair said he would consider further how Board Members could support this. The new investment model would help Sport Wales monitor diversity within the sports sector in general.

Paper Ref: SW(20)08

6. Finance & Corporate Risk

6.1 Finance Report Apr-Dec 2019

PR reported the financial position of Sport Wales for April to December 2019. Two significant capital budgets added were for 'Place for Sport' (to be spent by 31 March 2020) and for the Healthy & Active Fund. Additional capital of £220k from the Welsh Government would be spent on the nutrition kitchen at SWNC and the installation of solar panels at Plas Menai. Lottery expenditure was slightly over the budget profile by 0.8k and grant expenditure was anticipated to be within the annual budget. Members noted the position.

Paper Ref: SW(20)09

6.2 Budget 2020/21

PR presented the overview of the draft settlement from the Welsh Government of £24.658m and proposed expenditure for 2020/21 including Lottery. The Welsh Government's grant in aid was

inclusive of £3m to continue 'Place for Sport' in 2020/21. Though Sport Wales would receive a 'standstill' revenue cash allocation, there would be a 'real time' cut as detailed in the report.

The triennial review of the LGPS and the increase in employer's contributions was discussed. The initial decrease for 2020/21 would ease the effect of the employer pension contribution increase, but as the deficit payments were due to increase over time, the Welsh Government was to be asked if a Crown Guarantee could be offered for the Sport Wales pension liability. A Crown Guarantee had previously been given to the National Library of Wales. Such a guarantee would lead to lower employer contributions.

ACTION: Members approved the draft budget and asked for a further update on the pension position to be given in May.

Paper Ref: SW(20)10

6.3 Partner Investments 2020/21

As previously agreed by the Board last November, the new Investment model was now being implemented on a phased basis. Investments for 2020/21 would be capped at a maximum of 2019/20 funding, with a small number of exceptions based on either planned partnership development work or as a result of receiving additional funding via the Health budget to support the 'Healthy Weight Healthy Wales' (HWHW) Delivery Plan. The higher funded NGBs would be using the new accountability statements during 2020/21.

There were concerns over a small number of partners that had not yet met the essential criteria. Sport Wales was supporting these partners to achieve the necessary standard. Any funding would be conditional on meeting the criteria by 1 April 2020.

Members approved the recommendation of partner investments for 2020/21.

Paper Ref: SW(20)11

7. Young Ambassador Steering Group

EM gave an update on the National Leadership Academy and the National YA Steering Group meeting which were both held in December. She spoke about the various projects taking place to further develop the YA programme across Wales. The next National Leadership Academy weekend would take place during February. Further ahead, there were various events to tie in with the Commonwealth Day, Volunteers Week, Coaches week and the Olympic and Paralympic Games.

It was suggested that YAs may like to submit their activities to the European Week of Sport in September 2020.

8. Consent Agenda

8.1 Climate Emergency

Further to the discussion at the Board's meeting in November 2019, both National Centres would benefit from external professional advice for an analysis of the effectiveness of current measures and to help identify the next steps and resources needed to move towards a carbon neutral position over the next decade. Sport Wales would also consider how the wider sports sector could be supported with their efforts to help tackle the global climate emergency. As a National Lottery

distributor, Sport Wales would also seek to complement activities taken by other bodies such as the National Lottery Community Fund. An update would be given at all future Board meetings.

Paper Ref: SW(20)12

8.2 Healthy Weight Healthy Wales (HWHW) update

The first meeting of the National Implementation Board was held on 13 January and the HWHW Delivery Plan had now been published. The Delivery Plan included funding from the Health budget to Sport Wales:

- £100K pa for two years for NGBs to test innovative ways to encourage people to be more active and lead healthier lives through accessing collaborative sports opportunities.
- £500k pa for two years for a new 60 Plus offer. This would be delivered collaboratively with a range of partners including the Older People's Commissioner, WLGA and local authorities. Sport Wales would contribute a further £300k to this initiative.

A number of actions in the Delivery Plan also aligned to other areas of Sport Wales' work including the Wales Physical Activity Partnership, the Healthy & Active Fund, CSAP and Place for Sport.

Paper Ref: SW(20)13

9. Groups and Standing Committees

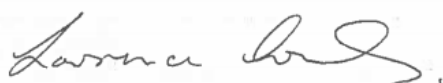
The respective meeting minutes were noted. No issues were raised.

10. Any Other Business

No issues were raised.

11. Dates of next meetings

13/14 May, 6/7 July, 15/16 September and 26/27 November (Plas Menai).



Signed:
Lawrence Conway CB, Chair

Date: 22 April 2020