

Board Meeting Minutes

Minutes of the forty-ninth meeting of the Sports Grounds Safety Authority Board, held on 25 November 2020 via video conference

Present

Alan Coppin – Chair
Janet Johnson
Susan Johnson
David Mackinnon
Jil Matheson
Rimla Akhtar
Jane Sawyers

In attendance

Martyn Henderson – Chief Executive
Ken Scott – Head of Inspectorate
Gavin Jenkins – Head of Corporate Services
Paul McCormack – Head of Policy
Darren Whitehouse – Head of Strategy and Partnerships
Fiona Wood – Policy Advisor
Frankie Broadbent – DCMS
Saskia Mukerji - DCMS

1. Welcome, apologies and declarations of interest

- 1.1 This was the fifth Board meeting held virtually. Apologies for absence were received from Philip Kolvin.
- 1.2 There were no new declarations of interest

2. Minutes of the forty-eighth meeting of the SGSA Board, including matters arising and action log SGSA20(36)

- 2.1 The minutes of the September 2020 meeting were approved.

3. ARC Update (Verbal)

- 3.1 Janet Johnson provided the Board with an update on the Audit and Risk Committee meeting that morning.
- 3.2 The results of the recent Internal Audit report on workforce planning had been discussed by the Committee.
- 3.3 The Committee noted the action plan proposed to address all of the findings of the report.



3.4 It was noted that despite the impact of COVID-19 total net spend is forecast to be below budget for the financial year.

4. Chief Executive's Report SGSA20(37)

4.1 Martyn Henderson presented his CEO report.

4.2 He updated the Board on various matters including:

- Changes to staff at DCMS;
- The return of spectators to football and the SGSA's role in supporting it;
- An update on the Sports Technology and Innovation Group (STIG);
- The proposed tightening of accountability lines between DCMS and its Arm's Length Bodies including the replacement for management agreements and Chair evaluation being undertaken by DCMS.

4.3 The Board welcomed the increased accountability as an opportunity for the organisation to demonstrate more to DCMS how much it achieves with such little resource.

5. Legislative Reform Proposals SGSA20(38)

5.1 The Board discussed the paper on SGSA Legislative Reform Proposals.

5.2 The Board agreed that the proposals could be achieved through a streamlining of existing legislation which has expanded in a piecemeal fashion over the years.

6. Business and Corporate Plan Review SGSA20(39/39A)

6.1 Darren Whitehouse provided the Board with an update on progress against the Business and Corporate plans, and Gavin Jenkins presented on what this has meant for the organisation's finances.

6.2 The Board congratulated the team on all its achievements during this very difficult year, and the important role that the SGSA will play in the different stages on the way to some form of normality.

7. People Survey SGSA20(40)

7.1 Martyn Henderson presented the findings of the 2020 people survey. In all but a few areas the results exceeded those of 2019.

7.2 The Board noted the positive improvement in how the Board is perceived although it was accepted that more can be done.

7.3 Regarding poor performance, although it was agreed that this is not a significant issue it is something that requires robust supporting policies and procedures in place for when it does arise.



8. Corporate Risk Register SGSA20(41)

8.1 The Board considered the latest iteration of the Corporate Risk Register.

9. AOB

9.1 The Board discussed the approach to Board evaluation and agreed that the approach should be the same as that used in previous years.

9.2 The Board excluding the Chair met *in camera* to discuss Chair recruitment.

Gavin Jenkins
November 2020