

Board Meeting Minutes

Minutes of the sixty-eighth meeting of the Sports Grounds Safety Authority Board, held on 25th January 2024 at 10 South Colonnade, London and via video conference

Present

Derek Wilson (Chair)
Martin Esom – via video conference
Janet Johnson
Jil Matheson
Bradley Pritchard – via video conference
Jane Sawyers
Jon Sellins
Alex Taylor

In attendance

Martyn Henderson, Chief Executive Officer
Gavin Jenkins, Head of Corporate Services
Andrea Jones, Head of Communications
Ken Scott, Head of Inspectorate – via video conference
Darren Whitehouse, Head of Strategy and Partnerships – via video conference
Steven Stathakis, Head of Special Projects – via video conference
Anil Keshwala, Football Licensing and Oversight Manager
Jo Welford, SGSA Inspector
Sian Joseph, DCMS
Caroline Hayward, SIA Legal
Ertan, SIA Legal
Joey Edomobi, Boardroom Apprentice – via video conference

1. Welcome, apologies and declarations of interest

- 1.1 Derek Wilson welcomed everyone to the meeting, in particular Sian Joseph from DCMS who is covering for Adam Conant whilst he is on shared parental leave.
- 1.2 Derek noted that this would be Martyn's last Board meeting as Chief Executive Officer and Janet Johnson's last meeting as a Board member.
- 1.3 There were no apologies for absence.
- 1.4 Derek declared the private work that he is doing for Luton Town FC, where he is advising the architect on improvements to their stadium. Having discussed the nature of the work, the Board agreed that there were no potential conflicts of interest with any of the agenda items.
- 1.5 The Board agreed the parameters of work that Derek may undertake for licensed grounds in order to prevent any conflicts of interest, either actual or perceived.



2. Minutes of the sixty-seventh meeting of the SGSA Board, including matters arising and action log SGSA24(01)

- 2.1 The Board agreed the minutes of the previous meeting.
- 2.2 Regarding 'near misses' it was agreed that visibility be given to the Board on how the organisation reacts to them.

Action: Gavin Jenkins to add 'near misses' to the forward work programme.

3. Audit and Risk Committee report (Verbal)

- 3.1 Janet Johnson provided the Board with a report on the Audit and Risk Committee meeting held that morning. She highlighted the completed review of Change Management for which internal audit had provided a moderate level of assurance. The most relevant recommendation for the Board related to the escalation of risks from the Change Board to the full Board.
- 3.2 The Committee reviewed the suggested Internal Audit five-year plan which will be subject to change considering a new CEO and a new strategy.
- 3.3 The Committee agreed to the suggestion that the corporate risk register becomes a standing item on ARC agendas, thus providing more Board visibility to this important document.
- 3.4 Janet noted that Martin Esom has agreed to take over the Chair of the Audit and Risk Committee following her term of office ending.

4. Chief Executive's Report SGSA24(02)

- 4.1 Martyn Henderson provided his update to the Board covering:
 - Staffing changes within the SGSA and DCMS, all of which are likely to place increasing pressure on certain staff members over the next few months;
 - The report of the inquiry into the safety of major sporting events by the Culture, Media and Sport Select Committee. Discussions with DCMS on the SGSA's role with respect to certain recommendations are ongoing;
 - The creation of 'NewCo' to lead on the development of women's football;
 - An update on the ongoing voluntary self-regulation relationship with the Vanarama National League;
 - Developments on licensed standing, the Protect duty and SGSA internal governance.

5. Head of Inspectorate's Report – Dashboard SGSA24(03)

- 5.1 Ken Scott introduced the latest version of his dashboard report.
- 5.2 The recruitment of two new inspectors – Jo Welford and Matty Butcher, has resulted in a significant change in club allocations. Some inspections and assessment visits are on hold pending a handover of responsibilities.



6. Interim Licensing SGSA24(04)

6.1 The Board noted the interim licensing paper.

7. Licensing the Women's Super League SGSA24(05)

7.1 Steven Stathakis presented the paper on licensing the Women's Super League, specifically the planned consultation.

7.2 Steven confirmed that the plan is for DCMS to 'subsidise' SGSA for the cost of regulating the WSL.

7.3 The Board agreed the approach to the consultation.

[Bradley Pritchard left the meeting]

8. Licence Fee Reform: Update SGSA24(06)

8.1 Andrea Jones provided an update on the implementation of licence fee reform. HM Treasury have provided consent for the approach chosen following consultation. We await Secretary of State approval before invoices can be issued for the 2024-25 season.

9. Stewarding Reform SGSA24(07)

9.1 Darren Whitehouse gave a summary of SGSA's recent activity on stewarding and on the latest development on a package of reforms which the Premier League have committed £600,000 of budget to until the end of the 2026-27 season.

10. CEO recruitment and interim measures (Verbal)

10.1 Derek Wilson provided the Board with an overview of the CEO recruitment process. The Board ratified the appointment of Giles Smith to the position.

10.2 Martyn Henderson informed the Board of staffing arrangements in the period to Giles joining the organisation.

11. AOB

11.1 Derek Wilson paid tribute to the progress that the organisation has made under Martyn's tenure as Chief Executive Officer.

11.2 In her last Board meeting, Derek also thanked Janet Johnson for her contribution to the Board and the ARC during the last six and a half years.

11.3 There were no other items of business.

Gavin Jenkins
January 2024