

## Board Meeting Minutes

**Minutes of the seventy-first meeting of the Sports Grounds Safety Authority Board, held on 15<sup>th</sup> July 2024 at 10 South Colonnade, London and via video conference**

### Present

Jil Matheson (Temporary Chair)  
Martin Esom  
Alex Lacey – via video conference  
Jane Sawyers  
Jon Sellins  
Derek Wilson – via video conference

### In attendance

Giles Smith, Chief Executive Officer  
Ken Scott, Head of Inspectorate  
Gavin Jenkins, Head of Corporate Services  
Andrea Jones, Head of Communications and Stakeholder Engagement  
Steve Stathakis, Head of Special Projects  
Joey Edomobi, Board Apprentice

Sarah Hannaford, DCMS  
Caroline Hayward, SIA Legal  
Lauren Bard, SIA Legal

### 1. Welcome, apologies and declarations of interest

- 1.1 With Derek being on holiday and attending the meeting from overseas, it was agreed beforehand that Jil Matheson would assume the role of Chair for this meeting. Jill welcomed everyone to the meeting.
- 1.2 There were apologies for absence from Bradley Pritchard. There were no declarations of interest given, other than Derek's ongoing work with Luton FC.
- 1.3 Jon Sellins confirmed that his work on the Champions League final fan zone for the Greater London Authority had no connection with Wembley. The Board agreed that there was no potential conflict of interest.
- 1.4 The Chair reminded Board members that any potential conflicts of interest, however remote, should be raised at the meeting.

### 2. Minutes of the seventieth meeting of the SGSA Board, including matters arising and action log SGSA24(27)

- 2.1 The Board agreed the minutes of the previous meeting. All actions had been completed. There were no matters arising.



### **3. Chief Executive's Report SGSA24(28)**

3.1 Giles Smith provided his report to the Board highlighting:

- DCMS Ministerial appointments following the election and early priorities from the new Government.
- The work that is being planned to inform our Spending Review return
- Meetings with stakeholders including his opposite numbers from UKAD, Sport England and UK Sport.
- The fact that all licensed grounds had paid their licence fees, the vast majority of which did so by the 30th June deadline.
- Staff updates noting that Darren Whitehouse is now on secondment with the Premier League and the upcoming retirement of Paul Weir.
- The plan to make the collection of injury statistics more efficient in the future.

### **4. Strategy road map SGSA24(29)**

4.1 Steve Stathakis presented the planned timeline for development of the 2025-30 strategy.

4.2 The Board suggested that consideration should be given at the start of the process as to what the set of beliefs are for the SGSA, which would then be used to drive the strategy.

4.3 It was agreed that it would be helpful to have a set of 'truth statements' or beliefs that can help frame the Strategy considerations, as well as introductory meetings with ministers.

### **5. Head of Inspector's report, Verbal update**

5.1 As we are in the off-season no dashboard report was provided. Ken gave the Board a summary of his activity since the last Board meeting, including recent ground visits.

5.2 He reported on his visit to Germany as a member of the UEFA Observer Programme during the Men's European Football Championship, noting the useful contacts made and the insight gained on fan zones which will help to inform some specific SGSA guidance on the subject.

### **6. Licensing 2024-25 SGSA24(30)**

6.1 Andrea Jones updated the Board on licensing applications for the 2024-25 season. It was noted that with the Euros 2028 in four years' time, the Principality Stadium will at some point require a licence.

### **7. Risk Management Framework and Policy SGSA24(31)**

7.1 Gavin Jenkins highlighted the changes to the Risk Management Framework and Policy, which had been reviewed following a recent internal audit review of risk management.



7.2 The Board agreed the updated Risk Management Framework and Policy but suggested that consideration be given to the time element of potential risks

7.3 The Board approved the revised version of the Strategic Risk Register.

**8. Finance Update SGSA24(32)**

8.1 Gavin Jenkins presented the finance update to the Board. The Board noted the forecast for 2024-25 as at the end of quarter one and discussions that have been held with DCMS on the Spending Review.

8.2 The Board approved the budget for 2024-25.

**9. AOB**

9.1 Regarding the For Information paper on Equality, Diversity and Inclusion Update SGSA24(33), the Board requested that the strategy should consider what the SGSA can do to reduce racist behaviour in sports grounds.

9.2 There was no other business.

**Gavin Jenkins**

**July 2024**