

ABERDEEN CITY COUNCIL

COMMITTEE: Education, Culture & Sport
DATE: 30 January 2014
DIRECTOR: Gayle Gorman
TITLE OF REPORT: Sport Aberdeen – Board Members
REPORT NUMBER:

1. PURPOSE OF REPORT

There are currently two vacant Director positions on the Sport Aberdeen Board. In line with the Memorandum and Articles of Association of Sport Aberdeen, Aberdeen City Council is required to appoint any new directors to the board.

This report brings to the attention of the Council the recruitment process undertaken by Sport Aberdeen officers and board Directors and asked that the Committee confirm the two identified preferred candidates as Directors of Sport Aberdeen.

2. RECOMMENDATION(S)

It is recommended that the Committee:

Note the process that has been followed by Sport Aberdeen to identify potential directors of the company.

Agree to the appointment of Moyra Cowie and Stephen Wilson to the board of Sport Aberdeen.

3. FINANCIAL IMPLICATIONS

There are no direct financial implications as a result of this report.

4. OTHER IMPLICATIONS

Legal Implications

The Memorandum and Articles for Sport Aberdeen set out the maximum possible number of directors (11) and how the directors will be appointed and removed.

The Articles of Association state that “the Member [Aberdeen City Council is the sole Member] may by notice in writing, signed on its behalf by an appropriate officer....appoint any person who is willing so to act to be a Director.”

The Articles go on to set out how the chair shall be selected and states that the remainder of the Directors shall be appointed on the basis of their having skill and experience, which in the opinion of the Council would allow them to make a substantial contribution to the work of the Board.

5. BACKGROUND/MAIN ISSUES

5.1 Sport Aberdeen

Sport Aberdeen was set up in 2010, to deliver some of the Council’s sports facilities and sports development services. Sport Aberdeen is wholly owned by the Council, and is run by a Board of Directors.

5.2 Sport Aberdeen Board of Directors

Under the terms of the Articles of Association, Sport Aberdeen can have up to 11 directors. Sport Aberdeen currently has 9 directors:

- Fred Dalgarno (Chair)
- Colin Taylor (Vice Chair)
- Graeme Lawrence
- Graham Dickson
- Paul McDonald
- Anthony Dawson
- Gordon Edwards
- Marie Boulton
- Alistair Robertson (Chief Executive)

Sport Aberdeen has completed a skills matrix for the existing Directors as attached at Appendix B. (Note this skills matrix has been anonymised.)

5.3 Filling of Vacant Director Positions

5.3.1 Process Undertaken

Sport Aberdeen commenced a recruitment process for new Directors in July/ August 2013. This process included the development of a role specification and information pack, and the placing of an advertisement. Interested applicants completed an Expression of Interest Form which was submitted to Sport Aberdeen. Five individuals submitted this form

and participated in a two stage interview process during October and November 2013:

- Informal meeting with the whole Board as a group
- Individual panel interviews – Panel: Fred Dalgarno; Graeme Lawrence; Colin Taylor; and Alistair Robertson.

From this process, the panel scored each of the applicants against the role specification and identified their preferred two candidates.

The preferred two candidates are Moyra Cowie and Stephen Wilson.

Moyra Cowie – At the time of application, Moyra was a Lecturer in Sport at Aberdeen College and a Director of Basketball Scotland. Moyra has held Fellow with Diploma membership with the Chartered Institute of Management of Sport and Physical Activity since 2010, and has a keen personal interest in basketball and volunteering. If agreed, Moyra's appointment will increase the number of female board Directors to 2 (18%).

Stephen Wilson – Currently works for Petrofac Offshore as HSE Team Lead. Stephen is a Chartered Member of the Institute for Occupational Safety and Health, and has recently returned to Aberdeen following a period overseas. Stephen describes himself as an ardent sports fan and enjoys playing and watching tennis.

Although, on this occasion, Sport Aberdeen has progressed a process to identify suitable candidates to fill vacant Director positions on its board, as per the company's Articles of Association, it is for the Council, as sole member, to agree to the appointment of new Directors.

6. IMPACT

Corporate – This report relates to 'Aberdeen – the Smarter City'

- We will work with our partners to seek to reduce the levels of inequality in the city.
- We will enhance the physical and emotional wellbeing of all our citizens by offering support and activities which promote independence, resilience, confidence and self-esteem.
- Working with our third, public and private sector partners, we will provide opportunities for lifelong learning which will develop knowledge, skills and attributes of our citizens to enable them to meet the changing demands of the 21st century.
- We will embrace the distinctive pride the people of Aberdeen take in their city and work with them to enhance the sense of well-being here, building strong communities which look out for, and look after one another.

This report also relates to the Combined Community Plan and Single Outcome Agreement as follows:

- Children and young people access positive learning environments and develop their skills, confidence and self esteem to the fullest potential
- Children, young people and their families/carers are involved in decisions that affect them. Their voices heard and they play an active and responsible role in their communities
- Children and young people actively participate in their communities and have optimum involvement in decision making
- All children, young people and their families have access to high quality services when required and services provide timely, proportionate and appropriate response that meeting the needs of children and young people within Getting it Right for Every Child, (GIRFEC) requirements
- Improve the quality of life in our most deprived areas
- Citizens are increasingly more active in their communities regardless of age, gender, sexual orientation, ethnic origin, where they live, disability or faith/religion/belief and contribute to 'active citizenship'
- Develop pathways to participation which enhance the diversity of local representation at and engagement with regional, national and international arts, heritage and sporting events
- Our public services are consistently high quality, continually improving, efficient and responsive to local people's needs

7. MANAGEMENT OF RISK

An appropriately skilled mix of Directors on the Sport Aberdeen board, will reduce the likelihood of risks arising a result of poor management and governance practices.

8. BACKGROUND PAPERS

9. REPORT AUTHOR DETAILS

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Appendix A: Selection Scoring Matrix for Director Recruitment Process (Scores for preferred candidates are highlighted in grey)



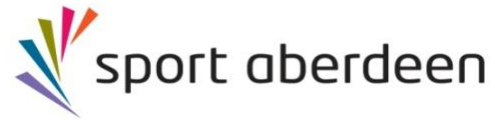
sport aberdeen

SELECTION SCORING MATRIX

CRITERIA	CANDIDATE A	CANDIDATE B	CANDIDATE C	CANDIDATE D	CANDIDATE E
1.1. Working with (paid or voluntary) a charity/third sector organisation within Aberdeen City/Shire	✓	X	✓	X	✓
1.2. Working in commerce and business at a management level	✓	✓	✓	✓	✓
1.3. Working with Charity Boards or Committees	✓	X	✓	X	✓
1.4. Sports Aberdeen Services (as a user)	X	X	✓	X	✓
1.5. Practicable experience in one or more of the following professional areas;					
• HR & Personnel Management	✓	✓	✓	✓	✓
• I.T.	✓	X	X	X	X
• Marketing & Communications	✓	✓	X	X	X
• Business Development	✓	✓	X	✓	X
• Legal	X	X	X	X	✓
• Finance	✓	X	X	X	X
• Sports Administration	X	X	✓	✓	X
• Fund Raising	✓	X	✓	X	✓
• Performance Management & Review	X	X	✓	✓	✓
2.1. Understanding of the legal duties, responsibilities and liabilities of Trusteeship	✓	X	✓	X	✓
2.2. Charitable & Company Law and effective governance and how they apply to Arms-Length organisations	✓	X	✓	X	✓
2.3. Effective Business Management	✓	✓	✓	✓	✓
2.4. The structure of sport within the City and N.E. Region	X	X	✓	✓	✓
2.5. Sport Aberdeen's services across the city	X	X	✓	✓	✓
3.1. Excellent communication skills (verbal, non-verbal and listening)	✓	✓	✓	✓	✓
3.2. Willingness to devote the necessary time and effort to the role	✓	✓	✓	✓	✓

3.3. Excellent business acumen	x	x	✓	✓	✓
3.4. Excellent leadership and advocacy skills	x	✓	✓	✓	✓
3.5. Teamwork	✓	✓	✓	✓	✓
3.6. Able to influence and persuade	✓	✓	✓	✓	✓

Appendix B: Scoring Matrix for existing Directors (anonymised)



EXISTING BOARD MEMBERS' EXPERIENCE

CRITERIA	A	B	C	D	E	F	G	H
EXPERIENCE								
1.1. Working with (paid or voluntary) a charity/third sector organisation within Aberdeen City/Shire	✓	✓	✓	✓	✓	x	✓	✓
1.2. Working in commerce and business at a management level	✓	x	✓	x	✓	x	✓	x
1.3. Working with Charity Boards or Committees	✓	✓	✓	✓	✓	✓	✓	✓
1.4. Sport Aberdeen Services (as a user)	x	x	✓	✓	✓	✓	✓	✓
1.5. Practicable experience in one of more of the following professional areas:								
• HR & Personnel Management	x	x	x	x	✓	x	✓	x
• I.T.	x	x	x	x	x	x	✓	x
• Marketing & Communications	x	✓	✓	x	✓	x	x	x
• Business Development	✓	x	✓	✓	✓	x	x	✓

• Legal	✓	X	X	X	✓	X	✓	X
• Finance	✓	X	✓	X	X	X	✓	X
• Sports Administration	✓	X	✓	✓	✓	✓	✓	✓
• Fund Raising	✓	X	✓	✓	✓	X	✓	✓
• Performance Management & Review	✓	X	X	X	✓	X	✓	X
KNOWLEDGE								
2.1. Understanding of the legal duties, responsibilities and liabilities of Trusteeship	✓	✓	✓	✓	✓	✓	✓	✓
2.2. Charitable & Company Law and effective governance and how they apply to Arms-Length organisations	✓	✓	✓	✓	✓	✓	✓	✓
2.3. Effective Business Management	✓	✓	✓	X	✓	✓	✓	✓
2.4. The structure of sport within the City and N.E. Region	✓	✓	X	X	✓	X	X	✓
2.5. Sport Aberdeen's services across the city	✓	✓	✓	✓	✓	✓	✓	✓
ADDITIONAL ATTRIBUTES								
3.1. Excellent communication skills (verbal, non-verbal and listening)	✓	✓	✓	✓	✓	✓	✓	✓
3.2. Willingness to devote the necessary time and effort to the role	✓	✓	✓	✓	✓	✓	✓	✓
3.3. Excellent business acumen	✓	X	✓	X	✓	✓	✓	X
3.4. Excellent leadership and advocacy skills	✓	X	✓	X	✓	X	X	✓

3.5. Teamwork	✓	✓	✓	✓	✓	✓	✓	✓
3.6. Able to influence and persuade	✓	✓	✓	✓	✓	✓	✓	✓