

MEETING OF THE INTERIM BOARD

SPORT NOTTINGHAMSHIRE
THE COUNTY SPORTS PARTNERSHIP FOR NOTTINGHAM AND
NOTTINGHAMSHIRE

Date: 17th November 2006

Time: 08:45pm– 10:45pm

1	Present	Action
	Ted Cantle, Steve Bradley, James Hayter, Anne Rippon, Tim Reddish, Clare Caxton, Geoff Huckstep, Michael Williams, John Briggs, Carol Sterling, Simon Starr	
2	Apologies	
	Stephen Jackson, Derek Brewer, Sandra Lee	
3	Minutes of last meeting	
	22 nd September 2006 Agreed as accurate.	
4	Matters arising	
	<ul style="list-style-type: none"> • Results of the survey will be announced on 6th December 2006 • The results would launch the Shape Up Notts campaign with the Evening Post and enable targets to be set • LOCOG brochure information has been circulated. First Steering group meeting held 10th November 2006 • GH raised the issue of AJ resigning and whether a conflict of interest existed in the tendering of the Marketing & Communications work. It was accepted that there was a conflict of interest as AJ had been involved in the preparation of the specification of the Marketing & Communications work. GH felt that AJ should have been made aware that he was excluding himself in undertaking this support. Work undertaken by Perfect Motion in producing the Communications Strategy did not represent a conflict of interest. The way in which the matter had been handled was agreed to be transparent. The board wished to write to AJ to wish him the best for the future. SS reported that he had already done this. 	
5	Terms Of Reference for the Board	
	<p>The Board examined the draft Terms of Reference. A lengthy discussion took place.</p> <p>Members agreed that the 3 core functions of a CSP were appropriate for Sport Nottinghamshire. The vision was an area that needed further attention to ensure that form followed function. The advocacy role was seen as being very important.</p> <p>Sport Nottinghamshire should not get pulled into a delivery role, but remain strategic. It is important to act as a signpost and to support existing good practice. A role in identifying the gaps and opportunities was acknowledged.</p> <p>The Terms of Reference should be as simple and as clear as possible, giving a clear message. Some changes were required to Appendix B. There is a need for other partners/agencies to propose taking the lead in certain areas of work that deliver the broader aims of Sport Nottinghamshire and those of sport in Nottinghamshire.</p>	SS

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	<p>A process map is required to demonstrate how a new Board is to be set up. The RSB were identified as the body that would appoint the new Chair. At the next meeting, the Interim Board would resign. The aim is to have a new Board in place by 1 April 2007.</p> <p>The signing-up of stakeholders and partners was seen as being an important step and would demonstrate the commitment of organisations to the Partnership. Some work required to determine who those bodies should be.</p>	SS
		SS
6	Annual Delivery Plan Progress Report	
	<p>SS briefly introduced the ADP. Discussion followed, linked very much to the previous item. SB reiterated that other agencies are willing to lead in certain areas on behalf of the partnership</p> <p>There needs to be greater clarity over the ADP in terms of whether it is Sport Nottinghamshire's document or whether it is owned by the wider Partnership. At present it falls between both.</p> <p>Still a grey area on how far the Partnership is involved in healthy lifestyles as opposed to sport and active recreation. Acknowledged that there is an overlap and strong link between the two.</p>	SS
7	Re-evaluation of Priorities	
	<p>The discussion on Priorities flowed from the previous two items. GH stated that he was genuinely concerned at the CSP delivering such a wide ranging schedule of 'priorities'. GH felt that there appears to be little real focus on what the priorities are; what resources are needed to deliver them; and how will the actions be measured and evaluated? This made it difficult for the Director to deliver effectively.</p> <p>Trying to identify which sectors were the most appropriate to work with and where the most significant impacts could be made, resulted in acknowledgement that Education, in the schools sector was already well served and managed.</p> <p>Engaging with the Health sector was proving difficult, although some in-roads with the City PCT had been made. Some felt that it was easier to engage the community through health related messages as opposed to sport, which to many is a turn-off. A proposal was made to invite someone from the Health sector to present to the next Board meeting.</p> <p>Business is an untapped sector, which may provide funding support and the opportunity to promote Active Workplaces.</p> <p>It is important that Sport Nottinghamshire is seen to be adding value and undertaking work in areas that others are not currently working in. This related back to the earlier discussion around the 3 core functions of Strategic Planning, Marketing & Communications and Performance Management. Within these core functions, work on the Advocacy role, Community Sports Networks, the Olympics, the</p>	SS

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	<p>Shape Up Notts campaign and Business Planning were identified as discreet areas of work that Sport Nottinghamshire should legitimately pursue as they fit the criteria of not being covered by others and were also seen to add value.</p> <p>The Board asked for work to be done in identifying 3 Priorities for Sport Nottinghamshire.</p> <p>A final comment was made regarding the need to communicate what we will be doing, once this has been finalised.</p>	<p>SS</p> <p>SS</p>
8	Forward Plan	
	The report was noted. An invitation to Health to make a presentation to the next meeting and for the Terms of Reference and Priorities to be revisited arose from the meeting.	
9	BBC East Midlands Sports Awards	
	Informed members of available tickets. SS proposed that AJ should be given a ticket to attend, other surplus tickets would be handed out to other appropriate individuals/organisations	SS
10	Date of next Meeting(s)	
	It was agreed 26 January at 08.45am would be the very last Interim Board Meeting. Venue to be determined.	