



## Board Meeting and Training Event

26 JULY 2007

NOTTINGHAM TRENT UNIVERSITY, CLIFTON, CELS 116

### Attendees:

John Briggs	Pam Jardine	Bryan Steel
Tara Smith	Sue Connor	Sandra Lee
Steve Palframan	Nigel Eatch	Geoff Waller
Steve Clarke	James Hayter	Anne Rippon
Hugh White	Kenneth Pollard	Wayne Allsopp
Vivienne Craven	Simon Starr	

### Apologies

Ted Cantle	Stephen Jackson	Steve Bradley
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Simon welcomed everyone to the first meeting of the new Board. All members of the Board and staff introduced themselves, once Simon's memory kicked in!

## **TRAINING EVENT**

### Scene Setting

Simon briefly set the scene for the day, emphasising the need to all start from the same point and to move forward together as a Board and team. The establishment of the Interim Board and the evolution of the County Sports Partnership (CSP) from that point was covered.

The presentation highlighted some of the work that had been done since February 2006 and the work that was currently being undertaken. The creation of the new Board will give strength, support and stability to Sport Nottinghamshire and the Partnership.

### Sport England

Anne presented to the Board on the Delivery System for Sport, highlighting the role of County Sports Partnerships and where they fit in to the national, regional, sub-regional and local picture.

### Aims and Objectives

The County Sports Partnership has four aims:

- Increasing Participation
- Improving Sports Performance
- Building the Capacity of the Sporting Sector
- Maximising the benefits from the 2012 Olympic and Paralympic Games

All organisations and agencies within the Partnership can relate the work that they do, to these four aims.

Strategically, the first 3 aims link strongly to the Regional Plan for Sport and the fourth aim is one that *emda* charged each of the CSPs to deliver.

### Structures of Frameworks

Simon took members through a draft document on roles and responsibilities within the CSP. The document looked at the Groups that exist across the city and county, what they do and their links to the aims and objectives. It identified who or which group is leading on particular areas of work. It proposed a structure that outlined how it all fits together and the creation of a Co-ordination Group. Finally, it outlined the Performance Measures for a CSP, as they currently stand.

### Equity Training

Rebecca Black of Nottinghamshire County Council, delivered a training session on Sports Equity that highlighted the language and terminology, issues faced and barriers to participation that exist in ensuring that the services and opportunities that a CSP provides are equitable.

## **BOARD MEETING**

### Election of Chair

John Briggs nominated Ted Cantle, who had been the Chair of the Interim Board. This was seconded by Pam Jardine. No other nominations were received.

#### **Ted Cantle is elected as Chair**

It was proposed that a Vice-Chair be elected. Pam Jardine nominated Nigel Eatch. No other nominations were received.

#### **Nigel Eatch is elected as Vice-Chair**

### Notes of Interim Board Meeting, dated 26.1.07

As the Interim Board were no longer in place, it was not possible for the new Board to agree the minutes. Simon took members through the Action Points highlighted.

**It was agreed that the minutes of the New Board would contain any Action Points within the first paragraph of the narrative.**

**Board minutes, once agreed, would be posted on the website.**

**Members to disseminate the minutes within their networks, as appropriate.**

### Sport Nottinghamshire Annual Delivery Plan 2006/2007

**The Annual Delivery Plan for 2006/07 was signed off by the Board, who pointed out that they were not in place during the life of the Plan and were therefore only receiving a report on the Plan for 2006/07.**

Simon took members through the Plan, highlighting that 90% of the actions had been achieved. The Plan had been forwarded to Sport England for their monitoring and reporting to the Regional Sports Board, who would determine the CSP funding for 2007/08.

### Sport Nottinghamshire Annual Delivery Plan 2007/2008

**The Board signed off the Annual Delivery Plan for 2007/08.**

#### **Simon to contact Sue Connor.**

Simon presented the 2007/08 Plan to the Board. Nigel suggested that there may be some business interest in the sponsorship of Pre-Games Training & Holding Camps. Sue pointed out that LEAs, no longer exist and offered to discuss with Simon, how IP7 could be improved.

### Equity Policy

**The Board approved the Equity Policy for Sport Nottinghamshire, subject to the amendments detailed below.**

No. 9 - needs to be translated into a smart target

No.11 – needs re-wording

No. 12 - complaints procedures, use NTU complaints procedures and ensure that this is in place should someone wish to use it

No. 14 – remove the word 'accountable'

Ensure that the people we work with are prepared to sign up to our Equity Policy or have one of their own which is of similar quality.

#### TAES Improvement Plan

##### **The Board approved the TAES Improvement Plan**

Ken made a brief presentation outlining the TAES (Toward An Excellent Service) process and how the Continuous Improvement Plan had been produced. Sport Nottinghamshire had self-assessed themselves as a Fair organisation and this rating had been validated externally. Within the Annual Delivery Plan for 2007/08, there is a target of achieving 80% of the targets in the Improvement Plan

#### County Sports Partnership Event Planning

Simon tabled a paper for discussion on the organisation of a CSP event to bring all partners together to give more in-depth information on the Active People Survey data for Nottinghamshire and for a final consultation process on the Structure and Framework for sport in the county.

##### **A sub-group be established to work on the organisation of the event, comprising, Simon, Sue, Sandra, Anne and Geoff. Simon to organise first meeting of the sub-group.**

Members wished to see the engagement with partners being as wide as possible, particularly with voluntary sector partners. The proposed timescale was thought to be too ambitious and that November was a more realistic date. Partner organisations be asked if they are prepared to provide a venue for the event. The opportunity should be used to feedback to partners what has been done since the Moving Forward Together event held in 2006, highlighting the key achievements and good practice.

#### Forward Plan

Simon requested future agenda items and ideas from the Board. Members asked for a Progress Report on the Annual Delivery Plan at each meeting.

##### **Simon to include Progress Report on Forward Plan**

#### Any Other Business

Members requested a contact list for all Board members

##### **Vivienne to circulate**

Simon requested that new Board members send in a short biographical paragraph which can be posted on the website.

##### **Members to forward biogs by the end of August.**

#### Date of Next Meeting

**Vivienne to circulate an availability template with the minutes to determine an appropriate date.**