



Board Meeting

Thursday 24 July 2008
08.45 - 11.00am
CASTLE CAVENDISH BUSINESS CENTRE

Attendees:

Ted Cantle, Chair	Steve Clarke	Pam Jardine
Stephen Jackson	Anne Rippon	Steve Bradley
Bryan Steel	Geoff Waller	Hugh White
Ken Pollard	Vivienne Craven	Simon Starr

Apologies

John Briggs	Tara Smith	Sandra Lee
Steve Palframan	Sue Connor	Nigel Eatch

Welcome and apologies

Ted welcomed everyone to Castle Cavendish and thanked Pam for hosting the meeting and hospitality. Pam gave a brief outline of the work of the Neighbourhood Development Company

Minutes of the meeting of 10 April 2008

The minutes were agreed as being accurate

Matters Arising

There were no Matters Arising.

Action Log

KP to find out who provides Professional Indemnity cover for NTU and also to find out whether Sport Nottinghamshire's Board could be covered under the NTU Policy.

KP to find out whether all other CSPs had provided Professional indemnity Cover for their Boards and who they had used.

Two items remain outstanding from the previous meeting. The Terms of Reference are still being worked on and will incorporate the Delegated Authority Policy, if approved and the Memorandum of Understanding is still being discussed with NTU. Professional Indemnity Insurance Cover for Board members can be provided through Perkins Slade Ltd at a cost of £1200 for £2m worth of cover and £1500 for £5m of cover. Finding alternative quotes was a problem. PJ stated that NDC used Towergate.

The costs were deemed acceptable but the question was raised as to whether it was necessary, given that Sport Nottinghamshire is not a legal entity.

Declarations of Interest

Board Members were asked to complete the Register of Interests Form and return it to Simon by the end of August

There were no Declarations of Interest

Presentation by Anne Rippon Sport England Strategy 2008-13

Anne Rippon presented on Sport England's Strategy (attached)

Launched in a week that saw DCMS Strategy and Olympic Legacy Plan also announced

The three main areas of work are

- Grow
- Sustain
- Excel

Funding split of 15%, 60% and 25% to each of the areas

Greater focus on sport and work will be primarily through NGBs. Role for CSPs, but not yet defined. Letter from Jennie Price confirms funding through to end of Q1 2009/10.

2m people active target halved to 1m through sport. The other 1m to come through a Physical activity route funded by other Govt Depts

Reduced Regional SE presence and disbanding of Regional Sports Board.

Capital grants available but small scale plus small revenue grants scheme, which may or may not replace Awards for All.

SS to circulate Lottery Consultation link to Board members

Questions followed on facilities for gymnastics, Building Schools for the Future and the future for CSNs

Sport4Nottingham

Simon updated members on the latest position.

Initially there had been the City of Sport offer from Derek Mapp to One Nottingham

A Stakeholder Day had been held in February

Report provided - 4 Actions

Events Strategy

Facilities Strategy

Participation programmes – driven through the CSN

Creation of a Sport4Nottingham Board

After the Consultation process, the first 3 Actions remained, but the need for an additional Board to be created was dropped.

Simon is now on the Sport4Nottingham Steering Group, representing the CSP

The Development of an Events Strategy is currently the main focus

An Events Sub Group has been formed and is looking at - criteria / positioning / audit / targets / availability. It's only considering High level events, not the plethora of regional and local events that take place. It is anticipated that the work on Facilities

and Participation will flow from the events work as the 3 are inextricably linked

Simon saw the future of this work as being very positive, with a real role for Sport

Nottinghamshire to act as engine room and liked the potential to build the Annual

Delivery Plan around 3 themes of Events, Facilities and Participation

HW added that a key role for Sport4Nottingham in driving this work was one of Advocacy

Annual Delivery Plan Q1 200/09

**The Board monitored and noted the progress report presented by Simon Starr
SS to arrange a meeting with Chief Executives of City and County Councils and
NDE**

Advocacy in the work of Sport Nottinghamshire had also been recognised as a key factor and the need for all Board members and the Team to act as Advocates for Sport in whatever position they found themselves

Increasing Participation - Below target in the workplace challenge

Higher and Further Education is becoming an increasingly important area so SN is helping to make the HE/FE Group that has been established, be more effective
Improving Sports Performance is an area that will continue and once SE have defined the CSP role it will be even clearer

Building the Capacity of Sport Sector

BC5, BC6, BC7 - all these could fit into the advocacy roles

Performance Management work has been essentially around using data to provide information which assists partners in their decision-making processes.

Sport Nottinghamshire Board and Officers Roles & Responsibilities

SS to amend the Roles & Responsibilities listing and to meet with individual Board members to discuss in more detail how they can drive work in these areas

Discussion took place on the listing and in particular how the priorities originally identified by the Board in January could be taken forward and how many of them linked into the Advocacy role for Board members.

It is intended that future Board meetings will include updates from specific roles, outlining progress

Risk Register

The Board monitored and noted the Quarterly Risk Register report

Simon presented the Risk Register, required by the Audit Report, which identified the high level, Strategic, Financial and Operational risks facing Sport Nottinghamshire and for which it was deemed essential that the Board has ownership of

Delegated Authority Policy

The Board approved the Delegated Authority Policy subject to the inclusion of reference to the position of NTU as Host Agency and the existence of the Memorandum of Understanding

Simon outlined the Delegated Authority Policy to the Board

Financial Report Q1 2008/09

The Board monitored and noted the Quarterly Financial Report

KP presented the Q1 2008/09 Financial Report to the Board

Annual Report 2007/08

Ken to circulate the report for comments from the Board

Report to include a one or two page Executive Summary which can be used by Board members as the basis for Advocacy

KP thanked partner organisations for providing the information. The first draft was circulated to Board members. Simon stated that the power of this document lay in its role as an advocacy document. Board members felt that there needed to be a key message got across about what we do, what we're about and what the ambition is.

DONM

Friday 10 October @ 2pm

Venue to be confirmed

AOB

SS to contact NTU HR to discuss use of Extending Activities Capacity Funding in relation to Community Sports Manager post

SB asked how the Extending Activities Capacity Funding would be used in relation to the continuity plans for the Community Sports Manager post