

WEST YORKSHIRE SPORT EXECUTIVE

Minutes of the Executive Group Meeting Friday 16th June, 2006, 9.30am Richard Dunn Sports Centre

Present

1. Apologies

Steve Warner - Bradford
Mark Allman - Leeds
Tim Hirst - Bradford
Dave Gent - Sport England
Brendan Mowforth - Calderdale

Present

Bob Foster (Chair) - Wakefield
David Morby - Kirklees
Duncan Brundell - Calderdale
Nigel Harrison - WYS
Zuby Hamard - Community Sports and Activities Development
Manager, Bradford (for S Warner)
John Coulton - Principal Facilities Manager, Bradford (for S Warner)
Dave Spence - Sport England
Christine Fiddler - Sport England
Andy Faulkes - Sport England
Rachel Firth - WYS (Minute Taker)

Part 1 – Partnership Issues

3. Yorkshire Regional Investment Strategy

Briefing note circulated. Presentation from Andy Faulkes and Christine Fiddler.

Discussion was had by the group round the implementation of the investment strategy taking into account the different positions of the West Yorkshire. It was stressed that the CIF funding would only be a small element of investment required for a District and other sources would be required.

It was confirmed that while CSNs will be asked to recommend priority projects through a portfolio approach, the Regional Sports Board had the final decision.

It was suggested that a CSP could commission projects through the CSNs to meet identified needs rather than waiting for projects to come up which meet identified needs.

SE will be briefing NGBs in July on this structure and how their interests will be represented.

SE is planning a training event in Sept/Oct for NGB officers, SDO's, CSCs etc to get the message out about this bottom up / top down structure.

Discussion was had around SE's contribution to the CIF funding process at the initial enquiry stage.

NH emphasized that what is needed before the training in Sept is a clear process. Action: **NH and Sport England to confirm the process for CSNs**

It was requested that information be provided by SE on applications received and rejected for CIF funding. Action: **DS**

The group commented that there remained capacity issues at a local level to lead the CSNs and investment process.

4. Every Child Matters

Discussion took place regarding the current state of play of Every Child Matters in each District and the impact sport can have. NH to collate an overview of the five approaches.

Action: **All Districts to forward to NH relevant information for collation.**

5. Community Sports Network Development

Sport Leeds – Hosting a Leeds Strategy Consultation event on the 27th June to which all West Yorkshire members invited.

Wakefield – The initial introductory meetings have taken place (third meeting next week). Action groups will be formulated soon. Robin Barron has been appointed Chair who will create a direct link to the LSP as a Board member. 2009 is planned to be a Year of Culture (coinciding with the opening of the Hepworth Gallery). Sport will play a large part in this.

Kirklees – Kirklees CSN was originally set up to give a voice in the LSP structure, but the role it had is not the same as the role it is now being asked to adopt. It will be going through a transition period as some of

those who currently sit on this group may not want to be involved in the practicalities of implementing the structure which the CSN are now being asked to adopt. The LSP is splitting into 4 boards and the CSN will relate to one of these. Diplomacy will be needed in the next stage of development to move from established role to take advantage of what the newly defined CSN structure may be able to bring to the picture.

Calderdale – had previously what could have been called a CSN, whose role was to monitor and evaluate strategy. This is now being changed into a new style CSN. No link to LSP yet but working on this. Elected members do participate in this group. The group will have a broad “activity” scope.

Bradford – Local Sport Alliances (LSAs) started up a year ago with Keighley as flagship example of good practice. Other LSAs have been set up to emulate the good practice of Keighley. Bradford West still not fully established. LSAs completely driven by voluntary sector with Bradford Council as key stakeholder. Currently trying to establish a CSN board– will be having elected members and in the first year will be chaired by portfolio holder. Terms of reference have been agreed. The group do sit within corporate priorities, and have strong role in children and young people strategy and play strategy. Sport and Physical Activity has a strong presence on the district agenda. Funding has been resourced to employ a CSN Manager.

Action: DW – will be meeting with CSN leaders to go through self assessment and identify support needs from the point of view of WYS staffing time.

Christine Fiddler and Andy Faulkes left the meeting at this point and were thanked by the Chairman for their contribution.

6. Workforce Development Strategy

Draft report circulated with papers including recommendations. Question was raised as to the amount of hours being invested into the Workforce development role. NH confirmed that currently it is expected that Workforce Development will take up 80% of a WYS officer’s time. There will also be input from other members of the team in areas such as coaching etc.

DS pointed out that they currently have a colleague in post (Charlotte Coles) who has experience with the Learning and Skills Council and can offer a degree of support to CSPs .

This is one of the first 2 plans which have been done in the country so far

BF pointed out that this is a potentially very useful piece of work for all.

A more specific workforce development plan for West Yorkshire will be produced by March 2007.

7. Updates

This agenda item was omitted due to pressure of time.

Part 2 – WYSP Management Issues.

8. Governance

A paper had been previously circulated suggesting changes to current governance structures.

The momentum for change has come from SE Governance Guidance and TAES process. Key themes are ownership, responsibility and stakeholder involvement.

Steering Group and Executive have been operating in parallel. Ideal recommendation at this stage is an overseeing board with Steering Group evolving into an operational group.

The main issue for the Exec is around liability. There is a conflict with the opening up of the board with regards to decision making without opening up the shared liability. Other aspect is around the independence of the chair who could perhaps fulfill more of an advocacy role for the Partnership - a role which full time LA officers have been unable to fill due to full time engagement elsewhere.

BF suggested that such an independent chair would support NH, but this would have to be a paid position and would need to be clear as an Exec as to where the funding would come from for that role.

It was emphasized that although discussion can be moved forward it will be impossible to make decisions today in the absence of Mark Allman and Steve Warner.

DM raised the issues that the success of our partnership has its strength in relationships. Liability is an issue, not just financial liability. Although these suggestions are viable they would be entirely dependent on having exactly the right kind of people added to the board, and as chair – people of the caliber who could be completely trusted with the level of responsibility and understanding needed. It needs to be absolutely clear

this is not about the Local Authorities closing ranks but about ensuring the right balance of responsibility to drive the Partnership forward.

The idea of additional members would be that they would be invited on based on skills set not as representatives – but this raises the issue of motivation.

ZH suggested that the model put forward by the RSB be investigated further as an example of how independent board members can contribute and see if there is any good practice and added value in this model to contribute. **Action for project group.**

BF reiterated that it is clear that whatever the outcome of this process it is necessary for us to challenge our current arrangements to ensure we are following best practice for our particular partnership. No one round the table would wish to be anything other than completely transparent in our arrangements and happy to demonstrate this to others.

Recommendations from this meeting –

Further discussion to take place with members of the RSB investigating the added value of wider membership of the Board and how the issue of liability may be overcome.

9. WYSP Finance Report

The 2005 / 2006 end of year budget report was previously distributed along with the 2006 / 2007 budget

A question was raised regarding the under spend 05-06 – NH clarified that this has been re-profiled over the 3 years of the business plan.

Executive agreed and passed the report for 2005 / 2006 and agreed the budget for 2006 / 2007.

The audit report will be brought to the next meeting.

10. WYSP Annual Report

It was commented that this is an excellent piece of work and should be shared within management teams and brought to the attention of portfolio holders. The group agreed that subject to remaining data being added and approved happy to sign off.

NH was asked to bring this to the attention of the Chief Executives through Association of West Yorkshire Authorities. **Action NH**

11. WYSP Annual Plan

The WYS Partnership annual plan was previously circulated and was approved by the Board. Comment was made on the quarterly progress tracker

It was commented that the direction of travel indicators are slightly at odds with what are used by other authorities but there is very little consistency in this across the districts.

Action: Asked all 5 to send the definitions they are using on green/amber/red through to DW.

Suggested that it could be helpful to incorporate issues of concern which could move projects back to red from amber etc. to give a fuller picture of the position on each issue. **Action: NH**

12. WYSP Equity Policy

It was requested that at point 11 of the policy the wording be changed to read 'appropriate' rather than 'disciplinary' action. With this alteration the group approved the policy for publication.

13. Learning Skills Council Project

A report had previously been circulated that informed the Board about a successful bid to the Learning Skills Council for funding (£124,300) to deliver sports coaching and related awards

Work has already started on this project. BF recommended that the group approve the continuing work in this area and the motion was passed.

14. Dates of further meeting.

September 22nd, 9.30am, Calderdale
December 15th, 9.30am, Kirklees