

Kent and Medway Sports Board Meeting – Wednesday 12th October 2016 at 10am – Kings Hill Golf Club, West Malling

Board Members: **Dick Fedorcio** (Independent Member and Chairman), **Kevin Day** (Kent County Council and CSP Director), **Mel Clewlow** (Further and Higher Education), **Bill Fearon** (Independent), **John Taylor** (Independent), **Natalie Curtis** (Kent County Football Association), **Tina Spry** (Medway Council), **Jim Pocknell** (Volunteering and Governing Bodies), **Terry Hall** (Health), **Hayley Brooks** (Kent Association of Leisure & Cultural Officers – District Councils), **Martin Guyton** (Kent Association of Leisure Trusts), **Jo Winkler** (Education)

Present: Dick Fedorcio (DF), Kevin Day (KD), Martin Guyton (MG), Natalie Curtis (NC), John Taylor (JT), Andy Fairhurst (AF), Helen Stell (HS), Adrian Hickmott (AH), Mel Clewlow (MC), Andrea Murphy (AM), Nicola File (NF), Sophie Ward (SW), Karen Bird (KB) – Kent Sport (Notes)

AGENDA ITEMS		ACTION
Apologies	Apologies were received from Terry Hall (Andy Fairhurst replacing), Tina Spry (Helen Stell replacing), Bill Fearon, Jim Pocknell, Jo Winkler and Hayley Brooks (Adrian Hickmott replacing).	
Declarations of Interest	There were no declarations of interest.	
Notes from last meeting and matters arising	<p><u>Back on Track – Cyclopark Project</u> - KD met with Bryn Price and Nigel Wheeler in July. The second cohort was due to finish today (12th October). Bryn had reported that the second cohort had been more structured and had been very successful. KD will report back to the Board when more information is available. The residual money from the £4,500 and additional sponsors will enable a third cohort to take place.</p> <p><u>Board and Governance</u> - KD had circulated the link to CSPN website including webinars – www.cspnetwork.org.</p> <p><u>Audit Report</u> There is to be a one day follow up meeting with the Sport England Audit on 1st November 2016 to go through the recommendations and progress made to date. If satisfactory, it is hoped that the current audit rating may be changed.</p> <p>The Meeting agreed the notes were a true record of the meeting.</p>	KD
CSP Appraisal Recommendations and	KD reported to the Board details of the CSP Appraisal.	

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<p>Implications (KD)</p>	<p><u>Recommendations</u> There were no major surprises or concerns and the Appraisal confirmed CSPs have a future. CSPs will be funded to meet the five DCMS Outcomes. KD confirmed that Kent is well placed to meet the recommendations.</p> <p><u>Implications</u> CSP will not necessarily be the default provider. CSPs will have to apply for funding for programmes ie Sportivate or similar programme funding. Funding for Core / Satellite clubs / Primary Links and School Games will be maintained. CSP should be taking a leadership role and should not be competing with local partners. This is not a route that Kent has gone down, but has traditionally given support to local authorities, Leisure Trusts, clubs, coaches and volunteers. CSP Board should meet UK Governance Standards – Kent should be in a position to meet these after implementing all of the audit recommendations. CSPs should be flexible according to local priorities but should act consistently for nationally funded programmes. CSPs should work collaboratively with other CSPs and other partners in local areas. Income generation requirements has potential to conflict with the priority to work collaboratively with partners. CSP performance management is being reviewed. Sport England will focus more on struggling CSPs and be ‘light-touch’ with other CSPs who are performing well.</p> <p>Sport England will offer a six month extension for Core and Coaching funding. Details to be sent on Friday 14th October and KD will have four weeks to complete the plans. Details regarding Sportivate are to be released on 1st November 2016. It is anticipated that Sportivate will finish but it may be replaced with another fund, but may need to be applied for through open funding rounds. The new Core specification is likely to be released in the period January – March 2017. KD request Board approval to use Core extension funding and reserves to extend all staff contracts until September 2017, until future funding after that time was clearer. The Board supported this approach and approved this proposal.</p>	

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	<p>Comments from the Board included:-</p> <p>Mike Diaper gave a ringing endorsement for Kent at the recent Network Conference.</p> <p>Collaboration with South East counties – Kent needs to be aware of opportunities to work with other CSPs in the region. Working with other CSPs can have more impact than working alone. Examples of where this has happened previously include Project 500 and Child Protection/Safeguarding.</p> <p>Sharing services may also be described as sharing best practice.</p>	
<p>New Strategic Framework for Sport & Physical Activity (AM)</p>	<p>AM gave an overview of the current Strategic Framework which will be refreshed and updated to link to the Government outcomes. The County Strategic Framework is designed to support and guide other partners in Kent.</p> <p>There are two versions of the current Framework – a summary version and the more detailed version.</p> <p>The questions the Board needed to discuss and agree are:</p> <ol style="list-style-type: none"> 1. Vision – is it still relevant? 2. Current principles – are there any that need to be added or deleted? 3. Key priorities - are there any that need to be added or deleted? 4. Current measures – are there too many? <ul style="list-style-type: none"> - Are there other more appropriate measures? - Are there County specific measures? <p>Monitoring – targets will need to be included within the Framework. Sport England KPIs will also be reviewed and appropriate KPIs can be used.</p> <p>General questions on the approach to take included:</p> <ol style="list-style-type: none"> a) Do we continue on the same basis? b) Do we keep both the broad and summary version? c) Does it fit with Government outcomes? 	

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	<p>d) Do we increase emphasis on outcomes? e) Who is it relevant for? f) Who do we consult with? g) Do we use the reserves to focus on key areas?</p> <p>Initial comments from the Board included:</p> <ul style="list-style-type: none"> - The length of the strategy could be to either 2021 or 2025. The Board thought a 10 year strategy was ambitious and there is a need to build in a review after 3 / 4 years - The Vision needs to be more concise and sharper (This could involve simply deleting the last sentence of the current vision statement but also needs to be part of the Consultation) - Clearly link priorities to the Sporting Future themes and investment principles - There needs to be measures with specific targets - Focus the strategy more clearly on inactives - Physical literacy – How is it working locally? (JW would know the answer). Jersey is a good model example of this. - MG advocated the use of the reserves to support the strategy. - Chief Medical Officer advice and measures could/should be included into the Framework - KCC Public Health Team is also working on a separate wider physical activity strategy for the KCC area only. AF/KD/SH are working together but will issue separate strategies - District Councils have more influence over residents physical activity - HS noted that Medway had already produced its own Strategy. This links to the Sport England and Medway Public Health strategies. Medway work on a four year cycle. The Board does not input into the Medway Sports Strategy. HS will feedback details of the new Framework to the Medway team. - The Strategic Framework needs to carefully balance between being broad enough for all partners to be able to link to but specific enough to be of use. - Work with sports to help identify our targets - Are there other Government schemes to reference? For example the National 	

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	<p>Citizenship Service. Are there any others?</p> <ul style="list-style-type: none"> - Graham Holmes is writing a sports physical activity strategy for the University of Kent and MC is writing the sports development strategy which will link to it. - Sport England focus is now age five years upwards <p>AM will bring results of the consultation back to the Board in due course.</p>	AM
<p>Board Appraisal Outcomes and Actions (DF)</p>	<p>DF thanked those Board members who had completed the Board appraisal (10 out of 11), results of which had been circulated. The intention was that this provided useful baseline information and there would be annual Board Appraisals for Board Members to feed into. There were a number of ‘Don’t knows’. The priority was to provide the information to bring those members of the Board up to speed. KD has prepared an explanatory note which will be circulated.</p> <p>MG had recently been through the Induction process, as the newest Board Member and as some areas of the CSP work was new to him. The Induction process will need to be reviewed and potentially refreshed if the Board becomes more skills-based.</p> <p>Members were requested to contact either DF/KD for further information or clarification.</p>	<p>KD</p> <p>ALL</p>
<p>Working with Housing Associations (NF)</p>	<p>NF gave details of the recent Golding Homes project. This project was started after Sophie Ward was initially approached by Golding Homes regarding antisocial behaviour.</p> <p>Young people in Marden were consulted on what sporting activity they would like to do. One of the requests was a girls only boxing session. With this information a 10 week pilot was run between January and March in four key priority/deprived communities in the Maidstone area – Tovil, Shepway, Marden and Parkwood. The activities included gymnastics, boxing, fishing, cricket and dance. After the success of the 10 week pilot a further 20 week pilot was now being run using a flyer to promote the sessions.</p> <p>SW/NF have produced a proposal which has been sent out to other housing associations. As a result there has been interest from Canterbury, Dover and Swale. In Swale, Amicus Horizon have a project starting during the October half term and a further 10 week project starting in</p>	

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	<p>January 2017.</p> <p>SW will be presenting this proposal to the Kent Engagement Group meeting which includes all the Kent Housing Associations on 18th October 2016.</p> <p>The Golding Homes project also includes mentoring and training qualifications which helps with CV building. Porchlight has expressed an interest in the project. Nationally, HACT really like the project and are keen to promote it to other housing associations so it can be expanded nationally.</p> <p>NF will be using a social value tool to measure the impact of the Golding Homes project and will share this with the Board once final figures have been provided by Golding Homes.</p> <p>The Golding Homes project was considered sustainable and had links with local clubs for exit routes including through Kent FA.</p> <p>The issue of safeguarding was raised. NF confirmed all coaches were CRB/DBS checked. Mentors were not in sole contact with mentees and there were clear reporting lines if there were any issues.</p> <p>Comments from the Board included:-</p> <ul style="list-style-type: none"> - This seems to be a scalable project and could be expanded to include parents in the offer to get them active. This could be one of the Sport England Local Pilot projects. - Anti-social behaviour – There needs to be evidence to back up project findings. Kent Police / Golding Homes have access to data regarding numbers of crimes reported in the areas. NF/SW will also speak to PCSO and KCC Community Wardens. - Are there other ways to help support – encourage volunteers / parents? - Are there other possible funding bids available to run activities through social services, 	<p>NF</p>

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	<p>education and Police and Crime Commissioner?</p> <ul style="list-style-type: none"> - The Board recommended thinking about protecting the project information. <p>Media coverage included both local and national press including an article in the Guardian on radicalisation.</p>	
<p>Review of Risk Register</p>	<p>KD presented the updated Risk Register to the meeting and highlighted the following:-</p> <ul style="list-style-type: none"> - Sustainability of core funding for externally funded posts Sport England awarded additional core funding to September 2017. KMSB approved, earlier in this meeting, the extension of all externally funded staff until the same date. - Reduction in KCC ‘core’ funding for the Kent School Games – the budget reduction will be covered by the Schools Funding Forum for the next 3 years - Reduction / Loss of partnership funding – A new MOU needs to be agreed with the Partners for the period 2017-2021. The MOU will be reviewed in January 2017 - Safeguarding / Equality Standard – Intermediate Level of Equality Standard reached in October 2016. Kent is the first CSP to achieve this. - Staff continuity (inc. maternity cover) – Sportivate Project Officer on maternity leave – work is being covered by NF. - Board Governance – Recommendations from SE Audit initiated/completed. Progress to be re-assessed by SE Auditor in November 2016. 	<p style="text-align: center;">KD</p>
<p>Performance Reporting (KD)</p> <ul style="list-style-type: none"> - CSP 2016-17 Q2 report - Kent Sport Business Plan – quarterly update 	<p>The Q2 Report was circulated with the Board papers. KD highlighted all ratings were Green. KD has recently met with Sport England who highlighted three key points:</p> <ul style="list-style-type: none"> - Strategic networking - Strategic leadership - Audit update <p>Sport England also confirmed they are happy with the rating and what Kent is doing. This puts Kent in a good position for the future.</p>	

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	<p>Kent Sport Business Plan progress – In addition to eth paper circulated KD pointed out other key data as follows:-</p> <ul style="list-style-type: none"> - 7,000 took part in the Kent School Games - The Kent School Games Cultural Celebration had an audience of 600 people - The Network Conference had 158 attendees. The feedback on the day was good and formal feedback survey will be sent to attendees. 	
<p>Financial Reporting (KD/KB) - 2016/17 Budget Update</p>	<p>KD presented the income and expenditure statement for the first six months to 30th September 2016. There has been more income for some projects than expected but this has been offset by increased expenditure. KCC funded areas of work are showing a small underspend.</p> <p>Comments from Members:</p> <ul style="list-style-type: none"> - Include any significant movements (over 10%) from previous forecast - Consider including variance against profile <p>The Members were asked to direct any questions or comments to KD or KB.</p>	<p>ALL</p>
<p>Dates for the Diary</p>	<ul style="list-style-type: none"> • Fri 2 December (Kent Sporting Legends Celebration, University of Kent, Canterbury) • 16th December 2016 Medway Sports Awards • 17th November 2016 Thanet Sports Awards <p>NF to circulate dates and venues for Golding Homes projects</p>	<p>ALL</p> <p>NF</p>
<p>Any Other Business</p>	<p>There was no other business.</p>	
<p>Dates for Future Meetings</p>	<p>Dates for future meetings in 2016/17:</p> <ul style="list-style-type: none"> • 4 January 2017 – confirmed • 4 April 2017 – need to change (Easter holidays) • 5 July 2017 - proposed • 4 October 2017 – proposed 	<p>KB</p>

