

EXECUTIVE COMMITTEE MEETING MINUTES

Date:	Friday 24th April 2015
Place:	Sport and Recreation Alliance Offices
Times:	1315 – 1645
Participants:	Sport + Recreation Alliance - Emma Boggis, James Allen CLOA Executive – Iain Varah, Mark Allman, Ian Brooke, Matt Partridge, Simon Parkinson, Vincent Paliczka, Christine Neyndorff, Chris Holliday
Apologies:	Carole Stewart, Debbie Kaye, Diana Shelton, Duncan Wood-Allum, Kimiyo Rickett, Emma Wiggins, Lisa Dodd-Mayne, Ian Shipp, Neil Anthony, Nigel Lynn, Polly Hamilton, Richard Hunt, Rob Persey, Warren Smyth

	Item Description	Relevant business considered, facts noted, decisions taken and actions agreed
		Strategic conversation with Sport + Recreation Alliance
1.	About S+RA Health and wellbeing working group	<p>MA thanked S+RA for hosting the meeting. EB provided an introduction to the work of S+RA whose members are the governing bodies of sport and recreation. They represent 320 organisations across a range of diverse interest groups; the common bond being getting people active. S+RA undertake three important functions –</p> <ul style="list-style-type: none"> • leadership for the sector, horizon scanning and addressing challenges, • championing and helping to drive innovation, translating good practice into common practice • enabling through training, advice and education <p>As a member led independent voice of the sector they have produced a lobbying document entitled Raising the heartbeat of the nation. It's a ministers 'to do list' for the next government and includes a proposal that 'Every local authority to produce a robust and comprehensive strategy for physical activity opportunities in response to local need'. VP cautioned that a mandatory strategy was an unfeasible ask, central government is no longer tasking local government with top down directives. He suggested in future S+RA might wish to use</p>

		<p>°CLOA as a sounding board for initiatives that impact on/target local government.</p> <p>EB reassured that the focus is on improving relationship with policy makers and ensuring influencing ability.</p> <p>S+RA are planning a Sport Summit in London on 4th June they will be launching a major new programme of work that will focus on ensuring the sector is 'fit for the future' covering issues such as financial sustainability, wearable technology, changes in demography.</p> <p>JA mentioned the Public Health working group (EW & IB represent °CLOA), the aim of this group is to lobby and advocate on behalf of the contribution that sport and physical activity can make.</p> <p>EB also flagged up the Mental Health Charter for Sport and Recreation launched with support from the Professional Players Federation and the mental health charity Mind. The Charter, which now has 125 signatories, sets out how sport can use its collective power to tackle mental ill health and the stigma that surrounds it.</p> <p>IB commended S+RA and asked how the charter will grow?</p> <p>JA confirmed that S+RA are aiming to build an easy to use information bank signposting the research and tools available. They are also planning to develop a list of actions to help organisations embed their support for the charter and ensure that the sector makes a difference. Furthermore, S+RA are considering the possibility of a conference in early October to share best practice.</p> <p>VP added that local authorities are keen on signposting citizens towards services that are designed for vulnerable adults. An example being dementia friendly venues that feature a sign on their door that sufferers can recognise and be reassured of an empathetic reception. Perhaps S+RA could urge local authorities to cascade the charter?</p> <p>MA offered °CLOA support to help S+RA navigate the processes and get the messages across to local authorities.</p> <p>EB enquired what, from an LA perspective, do we want sports to do.</p> <p>MA responded that we want to be able to offer a range of choices and drive participation locally. It would be helpful if sports with a similar target audience paired up and worked more collaboratively and with Local Authorities to increase participation.</p> <p>CN added that there are also opportunities for sports to work together to consider undertaking a community asset transfer. But although LA's have an aspiration to encourage this approach, they have limited capacity to support strategic planning that would bring together a number of sports clubs together. Is there a role</p>
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		<p>for S+RA to encourage clubs to work together to help drive transformation and new delivery models?</p> <p>EB advise that sports organisations are starting to think along those lines, and there are examples of locality based initiatives for example to collaboratively promote water-based activity. But this is not a common approach at the moment.</p> <p>Actions - Both organisations to consider future ways of working and establishing closer synergy through an MoU/joint action plan.</p> <p>MA moved onto the issue that HM Treasury rules around Community Amateur Sports Clubs (CASC) are changing. This is likely to mean that LA officers will be contacted on the topic of mandatory rate relief over the coming months.</p> <p>JA explained that S+RA have been heavily engaged with HMRC over the development of the regulations and supporting guidance, with a strong desire to ensure that the scheme does not become overly bureaucratic. There is confusion in the sector about what the changes will mean and although there is HMRC guidance in existence, S+RA have also secured agreement that the HMRC will review sport specific guidance.</p> <p>Sport England also offer some guidance.</p> <p>Action – JA to send briefing note for circulation</p> <p>SP asked about sport in the political manifesto's.</p> <p>JA reported that examination of the manifestos has revealed that all parties except UKIP talk about the importance of physical activity, all mention the mental health agenda, some parties include sport specific mentions (i.e Football), all talk about protecting green open space. PE in school is also referenced and the importance of promoting activity amongst children and young people is mentioned, but levels of investment and details on how are unclear. You can read the S+RA blogs on the other manifestos here.</p> <p>HB introduced the analysis of the survey of members entitled <i>Financial Settlements for Culture & Sport 15/16 and beyond</i>. The survey offers a high level snapshot of the National situation and has clarified the cumulative impact on budgets since our last survey in May 2012. Alongside budget reductions, there has been a significant increase in the closure or decommissioning of front line services and job losses in development posts. Estimated to be 6000+ since March 11. The reduction in service provision is also likely to impact on the role culture and sport can play in improving the health and wellbeing of local communities.</p> <p>EB thanked CLOA for including a question on behalf of S+RA to regarding reduction in funding to sports clubs. They were relieved to note that 91% of survey respondents had not passed on service budget reductions and that where these had happened they were</p>
	CASC	
	Future government policy	
	Results of the financial survey	

		<p>less than 5%. IV has agreed to share the key findings at the S+RA Chairs network meeting next week.</p> <p>EB added that they undertake a bi-annual survey of sports clubs (next year) and in future there may be an opportunity to input.</p> <p>IB agreed that sharing data and research is vital and will help the sector to sharpen up messages and present a consistent picture of the challenges the sector is facing.</p> <p>Whilst it had been agreed with IV that the findings should be shared with partner organisations, VP felt that further interpretation was needed. He noted that culture and sport are still clearly valued services and that the data could be interpreted as such.</p> <p>Action – MP, IV and VP to add a further layer of contextual interpretation to the existing summaries.</p> <p>Action – S+RA to make any comments on the response to the question regarding reduction in funding to sports clubs.</p> <p>Action – following this input, HB to forward to LGA, Sport England, Arts Council, TNA, CIMSPA</p> <p>Action – thereafter HB to upload the report onto the ^cCLOA website and circulate a link to the membership.</p> <p>Action - Executive Committee to consider how best they can use the findings to influence the incoming government.</p>
		^cCLOA Strategic & Business Items
2.	^c CLOA AGM	<p>The AGM will take place at Lee Valley White Water Centre in Waltham Cross, Hertfordshire on 25th June.</p> <p>At the previous Executive meeting it was decided that instead of a series of keynote speakers we would invite members to contribute to breakout sessions on the key themes identified by the ^cCLOA Executive Committee.</p> <ul style="list-style-type: none"> • Tackling Disadvantage • Community integration • Health & wellbeing • Public Service Transformation <p>To date only 4 offers have been received to lead a session on the range of 'hot topics'.</p> <p>In terms of an opening address HB advised that she had contacted Gold medal canoeist Tim Ballie and although he was willing and available to speak, a fee of £500 would be charged. HB has now contacted GB Canoeing with an invitation for them to do a presentation that links not only to the location, but covers the value of local authority support for elite athletes and the provision of training venues as pathways for aspiring athletes.</p> <p>The Executive members in attendance discussed the programme and felt that, whilst the principle of allowing interactive discussion was important, small breakout sessions of 20 people were not the</p>

		<p>best format for the AGM.</p> <p>Furthermore, it was proposed that we identify a speaker/s on the use of technology (social media, mobile platforms for driving philanthropic giving and possibly wearable technology) to stimulate thinking and adoption of new approaches to marketing.</p> <p>Action – MP to recommend speaker and HB to contact Sue Davies at the National Funding Scheme, which uses digital technology to encourage community giving.</p> <p>It was also strongly felt that we needed to secure a speaker on government policy. Given the timing it may not be possible to secure a Minister, but perhaps a representative from DCMS or a policy analyst?</p> <p>Action – HB to contact DCMS, approach EB at S+RA for ideas and also write to new Ministers once appointed.</p> <p>It was agreed that health and wellbeing should be on the agenda along with connecting communities. KR had sent apologies, but offered to run a session on the later topic.</p> <p>Action - HB to liaise and agree content.</p> <p>HB advised that she had directly approached Jim McManus DoPH Herts with an invitation to lead the health and wellbeing session and also touch upon ‘Commissioning support for local authorities’; however he is unavailable.</p> <p>Action – VP to approach his DoPH Lisa McNally. CN to approach Piers Simey Assistant DoPH at Herts.</p> <p>It was noted by HB that given the change in format and date of the AGM, speakers needed to be identified speedily in order to promote the programme.</p> <p>Action – IB and MA to take overview responsibility for ensuring the programme stayed on track.</p>
3.	Draft Budget	<p>HB presented a draft budget for approval by the Executive, which included notes at the bottom and to individual cells, where further explanation was considered helpful. If the Sport England grant is taken out of the equation, the projection is for a small surplus in the coming financial year.</p> <p>As the budget needs to be formally agreed at the AGM it will need to be circulated to members registering to attend 1 week in advance</p> <p>Action – HB to circulate with final event details</p>
4.	Updates:	<p><u>Feedback from CTS Conference 2015</u></p> <p>IV, MA and HB had just come from a meeting with Laura Caton and Helen Murray at LGA.</p> <p>Over 150 delegates attended the conference in Durham in March 2015, for which ‘CLOA was the promotional partner. Our sponsors XN and 1Life also attended as part of their Principal sponsor package.</p> <p>‘CLOA members input into a number of the Innovation sessions ,</p>

		<p>profiling the 'Commissioning support for local authorities' project, providing case studies on Transformation and also Chairing a session. Furthermore, we contributed £300 towards the drinks reception at Durham Cathedral.</p> <p>The focus of the meeting was to discuss the basis of our relationship and support for the event moving forward.</p> <p>In the 2012 it was agreed that, in return for our input into the planning phase and in recognition of the speaker contribution made by CLOA members, we would receive the following benefits:</p> <ul style="list-style-type: none"> • Recognition of our contribution in all related materials, printed and electronic, by the display of our logo. • A free exhibition place at the conference for a CLOA representative. • Free places for speakers on the day that they are speaking, plus accommodation the preceding night • 50% discount on exhibition places for all of CLOA's sponsors? <p>However, the event is managed by a different team and there has been some discord largely arising from internal misunderstandings at the LGA.</p> <p>It was agreed that LC and HM would have an internal conversation and feedback to CLOA in order to clarify the basis of the partnership for 2016.</p> <p><u>NCLF</u></p> <p>The meeting in late Feb/March was cancelled and the next meeting will be held on 3rd June at Toynbee Studios, London starting at 1330. It was agreed that the forum needs revitalising and felt important that CLOA send a representative.</p> <p>Action –PH & DS to share the suggestion that the core NCLF offer might be around an annual symposium at the next meeting.</p> <p><u>Feedback from Southern Members meeting</u></p> <p>25 people attended and feedback was really good, with various venues offered for the next one.</p> <p>The income generated in event attendances was £150, however 2 new members were recruited and an existing member converted to a Corporate membership for the coming year.</p> <p>The aim is to hold another network meeting in 6 months time or when a topic of importance comes up.</p>
5.	A.O.B	<p><u>Park Insurance</u></p> <p>We have been approached through a third party to consider an arrangement whereby we promote Park Insurance, who specialises in Leisure Insurance, to our membership in return for a commission fee.</p> <p>Following discussion it was unanimously agreed that our members have little control over their insurance requirements as part of a larger corporate policy and therefore the proposal was not relevant.</p> <p><u>Nomination to the Executive Committee</u></p> <p>HB reminded current Executive members of the formal process for</p>

		<p>seeking re-election to the Committee. Nomination forms will be circulated in early May and require the candidate to obtain a proposer and seconder.</p> <p><u>Active Live</u></p> <p>EW flagged up this ukactive initiative, which is now seeking partnership contributions of £455(+VAT) per annum from local authorities and other organisations working across public health and local development of physical activity.</p> <p>No other Executive members had been approached, but it was agreed that following appointment of the next Chair a meeting with ukactive should be convened to discuss how this might compliment the 'CLOA offer and how best should we be working with them in the future.</p> <p>Action – HB to organise with new Chair and ukactive</p>
	Date of next Executive meeting	To be co-ordinated via Doodle poll after the AGM