

EXECUTIVE COMMITTEE MEETING MINUTES

Date:	Friday 18th September 2026
Place:	Orleans House Gallery , Twickenham
Times:	1030 - 1500
Participants:	CLOA Executive – Bobsie Robinson, Clare Hubery, Donna Pentelow, Diana Houghton, Grant Taylor, Jayne Knight, Jon Finch, Julie Russell, Paul Cowell, Penny Greenwood-Pearsons, Polly Hamilton, Robert Campbell, Shane Williams, Thorsten Dreyer, Zsuzsi Lindsay CLOA Business Manager – Heidi Bellamy
Apologies:	CLOA Executive – Aida Esposito, Caroline O'Neill, Dan Buck, Hagan Lewisman, Ian Jones, Iain Varah, Jonathan Cochrane, Paula Redway, Salla Virman, Tom Gubbins, Val Birchall, Vincent Paliczka, LGA Observer – Ian Leete

	Item Description	Relevant business considered, facts noted, decisions taken and actions agreed
1	Hosts presentation	TD - welcomed the Executive and gave a presentation entitled 'Scale, pace, capacity and leadership in a time of devolution and local government reorganisation.' Action – HB to circulate presentation with minutes
2	Welcome from the Chair	DP - welcomed new members to the Executive Committee :- CH, DH, PC and PH.
3	Minutes & matters arising	Minutes of meeting 30th April 2026 were reviewed and agreed to be an accurate record. In terms of outstanding actions the following were noted:- PGP – in relation to AWLN, to explore reconnection with ukactive's public sector group. PGP – in relation to the work of the Sport, PA & AW sub-group, to liaise with IJ to integrate Welsh issues. It was also noted that the Tourism position statement was outstanding. RC - advised that it has been drafted, but the government is shortly releasing a tourism strategy. Action - Deferred to the culture sub-group for finalising.
4	Overview of sub-groups	The Committee broke into two groups for a discussion and to review the work plans.

	*Culture sub-group *Sport & PA subgroup	Action – PGP and TD to circulate the updated plans for sub-groups to whole Executive Committee. DP – also reminded the Exec that the position statements have all been published and are available on the Executive LinkedIn Forum and resources section of the CLOA website. JR – updated the Executive on the work of the Active Wellbeing Leadership Network inc Alliance support and the next event on 7 October 26, London and this post which outlines 6 key questions for Simon Hayes the CEO of Sport England. Action – Strategic relationships update to be circulated for review and alignment with the sub-group plans (completed) Action – Identification of a Parks and Open Spaces representative There was a discussion about whether CLOA wants to apply to be an ACE NPO, as CLOA is a strategic organisation that adds value to their delivery. Some concerns existed about whether this would impact on our independence and the governance status of CLOA as an unincorporated professional association was raised as a barrier to application. However, there was an appetite to develop a proposal for professional development of members in future. Also, for having conversations with ACE and SE to advocate for investment in CLOA. Action – Sub-groups to discuss further and agree how best to approach this.
5	Update from the CLOA Membership Review Working Group	DP - gave a brief update on the first meeting of the working group. There was interest in sharing more information about the future direction, options for business support and transition plans. JK – asked about timeline and emphasised how critical the decision around replacing HB was for continuity. BR – highlighted the importance of factoring in a handover process. DP – confirmed that the priority for the working group is finding a replacement to cover what is currently offered and the role responsibilities will be linked to the Stephen King review recommendations. The working group has met once and are meeting next on Friday 25 September. HB – advised that she had provided an analysis of her time over the past year, setting out the six functional areas currently delivered, the time critical nature of peak cycle activities, the essential finance and governance responsibilities, and the resourcing considerations highlighted in Stephen King’s recommendations. It also includes indicative costings for each future model should the Executive decide to reshape the support function. Action – HB to circulate the analysis and invite feedback to the working group (completed) Action – ZL to share the draft specification for the role (completed)

		There was an interest in widening the working group – JK and BR offered to join Action – DP to add JK and BR to the working group (completed)
6	Complimentary membership	HB – had circulated in advance a paper outlining the current allocation of complimentary memberships, the constitutional and strategic rationale for their use, with recommendations to consider, which could be agreed as standalone options or a blend. DP – started the conversation with a quick summary of the paper. JK – was in favour of continuing to offer a complimentary membership and invite partners to make a donation to the value of the membership. JR – outlined the challenge of trying to get the ebuletin to the most senior managers at national bodies and suggested limiting it to some strategic partners. PGP - endorsed this view and added that the value of reciprocal membership needs to be more evident. PH – suggested that it be linked to a broader review of strategic relationships. Action – HB to ask CLUK to added info@cloa.org.uk to their ebuletin list BR – asked whether there should be a temporary suspension of complimentary memberships, while this was thought through. TD – suggested that there is an Associate category where we decide to send the ebuletin only. The following actions were agreed:- Action – TD to create a framework for judging the value of the relationship. Action – Each sub-group to undertake a stakeholder mapping review in tandem with the list of who currently receives complimentary membership. It was suggested that a conversation is had with each key stakeholder to identify who is the best recipient, then ask for £ contributions and reaffirm reciprocal membership on a value basis (i.e. 1-1) Action – Sub-group to bring back recommendations to the January Executive meeting.
7	EDI update Aspiring Leaders Awards Protected Characteristics Survey	ZL – gave a summary review of the pilot Aspiring Leaders Award, which celebrated emerging talent and future changemakers in the cultural and leisure sectors, and the recent roundtable. The initiative was agreed to have been inspiring and successful and important in recognising Aspiring Leaders. However, the EDI group felt that there were changes that could be made to simplify the process. GT – suggested clarifying what an Aspiring Leader is in terms of seniority and budget and also having a specific category for Parks and Open Spaces.

		content that focuses on real practice, real impact and real system alignment, particularly around health, prevention, early intervention, skills development and public value. The Executive discussed the recommendations and agreed - the conference will be virtual and the format will again be a half-day of around 3.5 hours duration. With the current Policy Manager leaving before the June conference and the new incumbent only starting in April, clear Executive direction and additional Committee involvement will be essential to ensure continuity and capacity. HB – invited Committee members to volunteer to work up the proposal in more detail. The working group was established with ZL and PR who had already indicated an interest in participating via the conference survey with the addition of PH and CH volunteering to join the group. A date has not yet been identified, but 24/25 June 27 might be preferable to allow time for the new postholder to familiarise themselves with the role and responsibilities, but will need to flex to the diary of the incoming Chair. There was significant support for inviting the CEO’s of Sport England and Arts Council to speak at the event. Action – HB to convene a meeting of the AGM Working Group in late October/early November to refine theme and ideas for conference speakers.
9	General Updates LGA update:	IL – provided a written summary of the work that has been undertaken by the CTS team over the last few months:- • Alongside CLOA, launched the proposition for a National Cultural Framework, with a press release, Smith Square Debate and an op ed piece in Arts Professional. LGA will be doing more promotion work over the next few months. • Meeting Minister Ruth Mackenzie on 23rd September, including to discuss National Cultural Framework. • Shortly launching a guide to support physical activity services through LGR • Published Frequently Asked Questions on the announced pause to LGR. • New CTS committee had its first meeting under new Chair Cllr Mick Barton, Leader of Nottinghamshire County Council. • Joined steering group on designing libraries – now commissioning a research report into how much is needed to repair and improve the library estate, with pro bono support from Arup consultancy. • LGA budget submission put forward with lines from the National Cultural Framework. Ditto, LGA response to Rewiring

		the State white paper, with LGA colleagues working with No 10 North on the various strands.
10	A.O.B	DP – highlighted that PlayFootball will not be renewing their Principal Sponsorship with CLOA for 2026/27, which has a value of £5K. Leisure Energy and Equals Consulting have been approached plus organisations who sponsored the AWLN conference:-Space & Place Architects, Good Boost, Innerva and ReferrAll. Notably, Innerva has expressed an interest in finding out more. HB meeting with them on 23rd Sept for an initial discussion. PH – offered to contact Places for Leisure PGP – offered to have a discussion with Alliance Leisure regarding whether they can support or make introductions to commercial partners Action – All to provide contacts within organisations you are currently contracting with or collaborating with who may be suitable for an initial approach. RC – had drafted a response to the Overnight Visitor Levy, this will become an issue for CLOA members for a range of reasons. Action – RC offered to organise a separate meeting to discuss in more detail
	Dates of next meetings	Dates of next Executive mtgs: •Monday 18th January 27 0930-1230 virtual Teams •Thursday 29th April 27 0930-1230 virtual Teams •AGM and members conference – date tbc June 27