

East Midlands NGB Officer Forum  
Minutes of Meeting held on Tuesday 30<sup>th</sup> June 2009  
At Gymnastics Centre Seminar Room, Loughborough Uni

**PRESENT**

<b>Name</b>	<b>Organisation/Role</b>	<b>Name</b>	<b>Organisation/Role</b>
Kelly Hanwell	England Golf	Simon Watts	British Cycling
Martin Crowder	Golf Foundation	Rebecca Rowley	British Triathlon
Hayley Peel	England Netball	Julian Taylor	Angling Dev't Trust
Mick Baikie	FA	Terri Elliott	British Judo
Pauline Olivant	British Orienteering	Chris Rolle	Nottinghamshire Sport
Jeff Mapp	RFU	Dan Newton	Derbyshire Sport
Alex Hains	ASA	Lynsey Norris	Lincolnshire Sport
Gill Barham	BEF	Gary Sheppard	N'Hants Sport
Stuart Briggs	Canoe England	Chris Wright	YST
Gemma Barton	English Gymnastics	Jeff Spencer	Skills Active
Jayant Mistry	EFDS	Julian Pagliaro	NGB Forum DO
Simon Dowdy	Amateur Rowing Assoc		

**APOLOGIES**

<b>Name</b>	<b>Organisation/Role</b>	<b>Name</b>	<b>Organisation/Role</b>
James Watmough	Badminton England	Helen Pack	ECB
Claire Antcliffe	RFUW	Carolynn Ryan	ETTA
David Butler	Rugby Football League	Steve Rodwell	English Indoor Bowling
Pete Goodings	England Squash	Noel Haines	L+R Sport
Sue Redfern	ECB	Jo Duff	England Hockey
Roger Glithero	ASA	Chris Mallender	England Athletics
Mandy Pollard	EBA	Pete Ezard	Sports coach UK

**Summary of Actions from the Meeting**

<b>Item</b>	<b>Action</b>	<b>Who</b>	<b>By When</b>
4.0	NGBs to update JS on usefulness of SA electronic newsletter	All NGBs	Next meeting
4.0	Any NGBs interested in Regional Training Offer, to contact JS	As appropriate	Ongoing
7.0	Contact Unis in Region re improved guidance to graduates on job applications	JP to lead	Next meeting
7.0	Invite AR to present to Forum on structure of EM Sport England	JP	Next meeting
7.0	Send sports photos to JP for website	All NGBs	ASAP
7.0	All NGBs & other partners to look after their area of the website. When info needs updating, please supply JP with this.	ALL Forum members	Ongoing

<b>Item</b>	<b>Content</b>	<b>Action</b>
1.0	<b>YST Presentation on engagement between SSPs &amp; NGBs (Chris Wright)</b>	
1.1	This presentation has come from a 2 day meeting that happened at Twickenham between NGB Nat Officers and YST. This has attempted to clarify exactly what the "Schools' Offer" will look like for each sports. This is between 49 sports and 450 SSPs.  A presentation is available on the EM NGB website. However key points are:	

	<ul style="list-style-type: none"> <li>• Synergy required between supply needs (from schools) and needs of WSPs coming down through each sport</li> <li>• 4 key areas of this work are: Coaching – Leadership &amp; Volunteering – Competition – Club Dev't School Club links is a key driver of NGB/SSP interaction.</li> <li>• Root of funding to YST is for Educational Outcomes through all this work (see Young People Outcomes &amp; School Outcomes slides)</li> <li>• Slide 5 lists the Sport Development Outcomes (as listed above) with the challenges listed round the outside of the slide Innovation in delivery will be required across all 4 core areas Parent Engagement and Young Disabled People are 2 key strands that run across everything</li> <li>• Slides 6 to 10 detail specific things going on in each of the key areas</li> <li>• Slide 11: Work done with East NGB Forum identified that dialogue with NGBs was usually only once per year and was about delivery only. However they identified that there were ongoing issues around structures &amp; processes that need to be addressed over a 2 year cycle. So SSPs attempted to map out what the issues were (in their view) on a sport by sport basis across 7 sports (although only 2 are highlighted on the slide). Issues identified on a red, amber, green basis to identify blockages in the system. Some qualitative judgements have been listed below the grids under each sport's heading From all this a dialogue can be opened up with each NGB about priorities to sort out the blockages in the shorter and longer terms. One priority per sport, with a couple of key recommendations per priority, can then be identified for each county. One PDM per County Grouping is being identified to work with sports on these priorities. (However the current speed dating arrangements allowing sports to do things at a local level will still take place.)</li> <li>• Slide 12: NGBs being asked to self-review the 4 areas of focus over a 12 month period to identify what they're trying to do for young people in each area. (Results might be collated in an online NGB portal.) This has been trialled with 4 sports (Cycling, Squash, Netball &amp; Cricket) + PDMs &amp; Comp Mgrs to see how this might work.</li> <li>• On July 15<sup>th</sup> 09, the Nat NGB Officers in 34 sports will be invited to consider how this might look for their sport. So SSP reviews + NGB self review (feeding into portal) x 49 Counties will be used to inform what the Schools' Offer will be for the next 12 – 24 months. The info will try to be provided within the dev't cycles of each NGB (and these differ from sport to sport).</li> <li>• Much detail on how sports engage with this and how things will actually work is still being worked out. But the idea provides a chance for a completely new way of working in sports development.</li> </ul>	
2.0	<p><b>Welcome and Minutes of Last Meeting</b></p> <ul style="list-style-type: none"> <li>• KH welcomed everyone to the meeting.</li> <li>• Chair unable to attend today <ul style="list-style-type: none"> <li>• Notes of last meeting held on Dec 9<sup>th</sup> were accepted, although it was a long time ago.</li> <li>• Due to the low availability, the last meeting (24.03.09) was run as a consultation exercise on the scUK Coaching and BSF projects only</li> </ul> </li> </ul>	

<p><b>3.0</b></p>	<p><b>Planning Issues for NGBs (Steve Beard)</b></p> <p>Sport England has recently produced a step by step guide to planning applications for sports organisations. This presentation is being made to complement the guide and help NGB Officers advise their clubs. Please pass the guide on to people in your sport who are developing facilities.</p> <p>There are 2 strands to the system:</p> <ol style="list-style-type: none"> <li>1. Making the planning application</li> <li>2. The local planning process that grants permission or turns projects down (which can be long and drawn out).</li> </ol> <p>Often the speed of an application can depend on the quality of the information provided by the applicant. So the guide is designed to help applicants get information right.</p> <p>The Guide offers information covering a number of headings. These are:</p> <ul style="list-style-type: none"> <li>• The aim of the guide</li> <li>• When Planning Permission is needed: There is a legal requirement for planning permission on most types of development. Be safe, always check with your LA about whether your project requires this even if you think it should not. Pre-permitted developments are rare and even change of usage can require PP.</li> <li>• Reviewing Options: All sites offer options on layout. Consult about what this should be. Speak to club members &amp; residents. Get in technical consultants when necessary. Test your case to ensure the right info is submitted.</li> <li>• Preparing the planning application: LAs are always keen to talk to clubs at pre-application stage rather than after the application has gone in.</li> <li>• Submitting the planning application: 2 levels of application – outline and full. There is a planning fee that is based on space of building or size of area being developed. Be clear to specify only the areas you are developing (e.g. some greens on a golf course and <u>not</u> the whole course!)</li> <li>• Making the decision: There is a national checklist for validating applications. There is also a local checklist of issues appropriate to the area (e.g. flooding). This is set by the LA. Appeals can be part of the application and this can lead to the imposition of conditions</li> <li>• Implementing the Planning Permission: Planning Permission lasts for up to 3 years and project must be deemed to have started within that time. Laying the foundations of a building will count as having started the project, even if works stalls after that.</li> <li>• Further Information</li> </ul>	
<p><b>4.0</b></p>	<p><b>Update from SkillsActive (Jeff Spencer)</b></p> <p>There are 2 aspects to this delivery</p> <ol style="list-style-type: none"> <li>1. Update on SA nationally</li> <li>2. Flagging up of possible opportunity for NGBs in the region</li> </ol>	



	<ul style="list-style-type: none"> <li>• In EM Office Officers are Ray Ashley (currently on Nat Secondment) Dan West – Info &amp; Combs Jayant M Abdul A Pat Stroud – Admin assistant</li> <li>• Slide 8 &amp; 9 – the 4 main barriers to taking part in disability sport and EFDS attempts to address this</li> <li>• EFDS is trying to support NGBs across the region. A template has been developed in the CSPs' meeting to help NGBs identify what is going on in their sport. Filling out the Matrix will help EFDS identify how to support sports</li> </ul> <p>The room was split into 2 groups to consider each area in the Matrix and answer the following questions:</p> <ol style="list-style-type: none"> <li>1. What is the meaning of the heading?</li> <li>2. Why do you think it was identified as a priority?</li> <li>3. Who can offer support?</li> </ol> <p>Feedback was written up on flip chart paper and posted on the wall.</p> <p>Towards the end of the session, NGBs were asked to fill out a self evaluation form using the headings they had just discussed. EFDS will get these forms typed up and use them to work to support sports on their key needs.</p>	<b>EFDS</b>
<b>6.0</b>	<p><b>Updates on Whole Sport Plans</b></p> <p>Rugby Football Union</p> <ul style="list-style-type: none"> <li>• Plan signed off. £30 mill awarded, £16m for facilities, £2m CSCs</li> <li>• Freeze on posts for the next 18 months</li> <li>• Joint Association with RFUW from April 2010</li> </ul> <p>Football Association</p> <ul style="list-style-type: none"> <li>• Plan completed, but not signed off yet due to issues that are internal to football.</li> <li>• Looks like £23mill for FA &amp; £60mill into Football Foundation pot</li> <li>• Extra resources levered in to hit areas of low participation</li> <li>• New re-structure at FA, with a few new Nat posts, inc disability.</li> <li>• New EM Regional Manager in post from Sept 09 (MB moving to Nat Post)</li> <li>• Counties remain unaffected</li> </ul> <p>British Rowing</p> <ul style="list-style-type: none"> <li>• NGB to have a new name – British Rowing</li> <li>• WSP is on BR's website, although it hasn't quite been signed off yet</li> <li>• Circa £13 million awarded, with £9m going to International Performance, with £3m going to national development</li> <li>• Dev't to take in adult participation &amp; recreational rowing – which will increase the number of disciplines. Active People Survey highlighted the high number of people who row compared with those who are members of the NGB</li> <li>• Regional Dev't Officers staying the same, although the CSCs appear to have been lost.</li> </ul>	

#### Amateur Swimming Association

- WSP has been signed off
- No RDOs in the regions anymore. Instead there are 5 County Swim Co-ordinators, although the one in Northants has not been appointed yet.
- A Senior County Swim Co-ordinator has recently been appointed to line manage the County Officers

#### British Judo

- WSP has recently been signed off
- There are now 9 Development Officers and 9 Technical Officers, all new in post

#### British Triathlon

- The delivery structure has changed. There are 8 Regional Programme Managers overseeing new regions. The clubs have been divided up equally between the Regions meaning that, geographically, some regions are large and some compact.
- There are 2 National Dev't Managers – in the North & South, to manage the delivery team.

#### British Cycling

- WSP being signed off at the moment
- Re-structure falls into 3 areas, Events, Competition & Non Competition
- Regional Team remains with the same structure, although SW shortly to take up a Coaching position in BC

#### English Gymnastics

- WSP signed off last week
- £12 mill awarded ( £70k pa to EM Region, £60k already allocated, with £10k pa going to regional dev't budget)
- 3 County Officers will be in Post (Notts, Derby, Leics) & pos 1 more
- A regional Workforce Officer has been appointed to deliver Coach Ed

#### Angling Development Board

- WSP now signed off.
- £1.6mill awarded
- Senior DO & 8 Regional Staff + 3 nat leads on Disability, Child Protection and Clubs & Volunteers. A Coach Dev't Manger will be leading on UKCC
- Angling has funding for Sustain & Excel, but not Growth.

#### British Orienteering

- WSP not yet signed off
- Not much info coming down from HQ at moment
- All Regional Staff are part time, although there has been some increase in hours

#### British Canoe Union

- WSP not yet signed off, hoping that £8mill has been awarded
- No CSCs now and there has been a re-structure of local & regional club coaches
- Regional Officer has had hours increased by 1 day per week

7.0	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Having recently been involved in interviewing, HP suggested that NGB Forum approach the Universities in the Region. Current graduates need more guidance on how to apply for jobs – as the applications they has received had been weak. There was general agreement that this should happen.</li> <li>• Anne Rippon asked JP to report that Sport England is still happy to support agenda items at the Forum. However, across the country, NGB Forums are being advised to be self sustaining from now on.</li> <li>• CCPR funding is available for sports that sit outside the 46 that have been given WSP funding.</li> <li>• It was requested that Anne Rippon attends the next Forum to give an update on the East Midlands Office and the role of the Staff</li> <li>• Most people had looked at the website and were happy with the setting up of this. JP asked for photos in landscape format to use on the banners for each page. NGBs &amp; partners were also requested to keep their areas up to date. If they supply JP with the info they want to see on their part of the site, he can get it uploaded onto the site</li> </ul>	<p><b>JP to look into this</b></p> <p><b>JP to approach AR</b></p> <p><b>All NGBs</b></p>
8.0	<p><b>Next Meeting will be 29.09.09</b>  <b>Loughborough Uni – Netball / Bad Centre Seminar Room</b></p>	