

## **Recommendations re the future of the East Midlands NGB Forum**

### **Title of the Forum**

It's clear that the Forum is going to be driven by both NGBs and their key partners. So a suggestion is that the group's name should change to the Regional Sports Network or East Midlands Sports Network. This needs to be agreed by everyone.

### **Remit of the Forum / Sports Network**

- Running 2 to 3 meetings per year (perhaps Feb – June – Oct)
- Joint problem solving common themes / issues
- Updating key information from relevant organisations
- Giving partner organisations the opportunity to speak to a number of NGBs at the same time
- Giving NGBs opportunities to speak to a range of partners at the same time
- Allowing opportunities for networking for all members
- Offering a single point of contact for any organisations engaged with raising participation levels in organised sport

### **Organisation**

#### Organising Group

- It was agreed that the Organising Group will be made up of 2 x NGB Reps, 2 x CSP Reps and 2 x Reps of other organisations (Including Sport England)
- Key Officers of both the Organising Group and the Forum should be offered the opportunity to step down after one year.
- A planning meeting will be held at least a month before the date of the Forum meeting.
- The NGB reps will be required to act as a collecting point of requests for agenda items from the NGBs ahead of the planning meeting.
- Once topics had been discussed, and the key learning points from each agenda item agreed, individual members of the Organising Group would take responsibility for arranging presenters for a particular agenda item.
- Thought will be given to making agenda items as appropriate as possible to the variety of needs found across the partner organisations.
- Given that NGB needs are diverse, an individual will be found to support deliverers and facilitate certain agenda items. Facilitators may also be required to provide notes of what was discussed (or delegate this job to someone in the group).
- The Host of each meeting (to deal with room requirements / refreshment co-ordination on the day) will be a separate role to Chair or Sec – but could be the Vice Chair.
- After the meetings the Secretary would need to collate the meeting notes, collect the presentations and get everything on the website.

#### Forum / Sports Network

- A Chair and Vice Chair are required for the Forum. These could be from any organisation that attends meetings regularly.
- James Watmough & Kelly Hanwell are stepping down as Chair and VC at the next meeting. So people for these roles need to be proposed and elected.
- 3 scenarios were discussed regarding the Chair's replacement

## **Recommendations re the future of the East Midlands NGB Forum**

1. A well known personality within sport / sports development is asked to be an Independent Chair (probably only attending the 3 meetings per year).
  2. A Voluntary Chair of the meetings is found for the next 6 months whilst option 1 is set up.
  3. Volunteers / nominations are elicited from current Forum Members to take on the roles.
- A Secretary needs to be proposed and elected.

### **Securing Meeting Rooms**

- It was agreed that Forum meetings should be held in Loughborough if possible. These might either be at SportPark or in the Netball / Badminton Centre.
- Sport England will pick up the cost of refreshments, lunch and room hire.
- The meetings for the Organising Group might rotate between different venues to help share travelling.

### **Who will do the doing?**

- The Organising Group:
  - ❖ CSP Reps are proposed as Chris Rolle and Noel Haines
  - ❖ Partner Reps are proposed as Ilana Freestone and Jeff Spencer
  - ❖ NGB Reps need to be proposed and elected.  
(Kelly Hanwell has offered to be an NGB Rep this time, if she is not required to be either the Chair or Vice Chair of the Forum.)
- The NGB Forum:
  - ❖ A Chair and Vice Chair and Host need to be proposed and elected.
  - ❖ Gary Sheppard is proposed as Secretary of the Forum
  - ❖ Julian Pagliaro would consider fulfilling a voluntary role on the Forum from April 2010

### **Website**

- There is currently an aspiration to continue with the website.
- JP agreed to update the Secretary on how this is done

### **Role of Sport England**

Sport England is co-ordinating meetings with the National Development Directors of NGBs. Through this, and from other feedback, a national need for Regional Forums has been flagged up. The reasons include things like networking, sharing good practise (and therefore developing consistency) as well as developing cross sport efficiency.

Consistency is required across the various regional Forums. However, there appears to be an understanding that some regional differences are likely.

Currently any Regional Forum post holders give their time voluntarily. It would help if NGBs allowed their Officers to add these tasks to their work programme. IF to ask Sport England HQ if they will influence NGBs regarding this point