

South West National Governing Body Forum

Minutes 20th Sept 2007

Attendees:

NGB's:

Sonya Ellis – Athletics	John Edwards – Badminton
Julie Garbutt – Equestrianism	Leanne Dingle – Gymnastics
Nik Roberts - Lacrosse	Tom Pattichis – Rowing
Celia Watkinson – Orienteering	Dave Stublely – Rugby Union
Angela Barnett - RFUW	Heather Crouch – Netball South West
Jane Cornelius – England Hockey	Matt Baker – England Squash
Any Blackmore – The RFU	Mark Adams – British Cycling
David Hooper – Triathlon England	Kathryn Crago – England Netball
Simon Wood – The FA	Graham Pearson - Volleyball

CSP's:

Jonathan Harris – Cornwall	John Stevens – Glos
Neil Roberts – Active Devon	Karen Jones – Active Devon
Claire Lewis – Active Devon	Matt Evans – Active Devon
Fiachra O'Mathuna – Dorset	Colin Johnson – SASP
Steve Nelson – WESPORT	David Bareham – Wiltshire

Other:

Dave Padgen – EFDS	Paul Birch – Vision Juice
Sue Cooper – Sport Eng	Graham Jones – Sport Eng
Phil de Glanville – Sport Eng	Mark Drew - Sport Eng
Chris Rawlings – YST	Kevin Stephens – Skills Active
Adrian Cable – Skills Active	Jonathan Woods - KKP

Apologies:

Glenn Ross – Golf Foundation	Emma Gibson – EFDS
Sheriden Gyde – Hockey	Tim Hadaway – Equestrian
Ed Leverton – Cricket	Karen French – Judo

Graham Manchester – RYA

Lucy Wellings – The FA

Mike Fisher – scUK

Emma Forward – English Movement and Dance Foundation

Alan Furgus – National Rounders Foundation

1. Minutes of the last meeting and matters arising – Leanne Dingle

Agreed as an accurate record of the last meeting

ACTION – At next meeting an update is required about the Talent Centre at Bath University. (LD) Interviews are talking place w/c 24/09/07.

2. Workforce Development – Kevin Stephens and Adrian Cable (Skills Active) and Graham Jones (Sport England)

Notes from discussion re: What can CSP's and NGB's do together to support workforce development?

- CSP's to have a generic post/nominated person to support NGB's
- NGB's to provide CSP's with their workforce development plans
- CSP's to hold engagement events or expand regional meetings
- CSP's and NGB's to get involved in holding a regional child protection/welfare conference
- NGB's to complete articulation of county/regional plans and these to be passed on to CSP's (including priority clubs etc)
- Each NGB to give CSP's a contact so that e-newsletters are seen and disseminated
- CSP's to provide information to NGB's about delivery systems, staffing structures and contacts so that communication can be streamlined (and vice versa).

ACTION – all to work towards achieving the above

3. Building Schools for the Future, Engagement with NGB's – Jonathan Woods (KKP) and Dave Stubley (RFU)

Previously the NGB Forum have had two presentations on BSF and have formed a sub group consisting of Sonya Ellis, Graham Pearson, Simon Wood, Dave Stublely, Andrew Wheeler and Gary Parsons. This sub group will be meeting again on 16/10/07

The aim of the session was to get a single voice for NGB's in the SW so that they can collectively influence BSF projects in Bridgwater and Bournemouth/Poole while there is still a chance.

ACTION – NGB's to complete questionnaire circulated by Dave Stublely on 20/09/07 and return to Jonathan Woods at KKP by 28/09/07 jonathan.woods@kkp.co.uk

ACTION – Dave Stublely to ensure that feedback from BSF projects in Bristol and Bridgwater gets sent to all SW NGB's.

ACTION – Once NGB's have responded via questionnaires Jonathan Woods will forward draft BSF document to the sub group by 12/10/07.

ACTION – Sonya Ellis to Circulate to BSF sub group the directions to her office for sub group meeting on 16/10/07.

KKP presentation will also be circulated to the group .

4. Volunteering sub-group update - Sue Cooper, Sport England SW

Updates:

- There is a regional Step into Sport meeting on 04/10/07 and 12 NGB representatives will be attending.
- Volunteering England have an 'Investing in Volunteering' initiative that they are hoping to get included in ClubMark conditions.
- The NGB volunteering sub group have met once and are now looking at how to identify where volunteers are and what their needs are. The NGB volunteering questionnaire was the first step in auditing this. Sue extended her thanks to NGB's who did return responses on time.
- The next Sport England Conference will be taking place on February 27th and 28th at Centreparks and Sue is looking for case studies and examples of best

practice to be included/promoted in workshops. The aim is to inspire and offer practical ideas to those attending about how to raise participation

ACTION – An NGB questionnaire re: volunteering was circulated by Sue Cooper during August. Can anyone who has not done this please complete and send to Sue via email sue.cooper@sportengland.org

ACTION - If anyone has any ideas for the SE conference please contact Sue before 12/10/07 via sue.cooper@sportengland.org

5. Promoting Adult Participation – Andy Blackmore (The RFU)

GO PLAY presentation from Andy. To be circulated to group.

6. NGB Forum Development – Leanne Dingle

General consensus from group discussions about membership of the forum:

- NGB's to be present at all sessions
- CSP leads to attend every other meeting (operational staff to be invited to particular sessions if relevant)
- Key partners invited to attend all meetings but NGB specific sessions should still be exclusive to NGB's only (Key partners to include SE, scUK, YST, Skills Active, the RSB, EFDS)
- Other partners to be invited to specific meetings or sessions when the agenda is suited to their attendance (KKP, EIS, Team South West, Team Bath etc)

Feedback re: requests for future agenda items:

- Jim Clarke presentation re: regionalisation
- Opportunity for sharing best practice
- Women's running network presentation
- T.A.L.O.S partners leadership workshop
- Other sports sessions
- County plans update
- Performance management update from Phil De Glanville
- Active evening entertainment ie. Bowling

Other issues arising re: agenda items:

- Should include interaction
- Should include time to talk and network
- Agenda should be focused – yearly planning
- Jointly agreed by NGB's and SE
- Ask NGB's who regularly don't attend WHY?
- Make sure there is action to come out of the meeting
- Protocol – all invitees should inform Leanne in advance if they will be attending

ACTION - Please see attached document re: NGB Forum Roles and Responsibilities. Please look at this prior to the next meeting as this will be discussed.

7. AOB:

- Chris Rawlings from YST is based in Bath and works across the South West. NGB's are invited to contact him or arrange a meeting with him should there be any related topics they would like to discuss - chris.rawlings@youthsporttrust.org
- Sonya Ellis would like to bring to people's attention issues that have arisen with funding discrepancies while working in partnership with Cornwall and Dorset CSP's. Mark Drew has assured NGB's that Sport England are actively looking into this.

ACTION – LD to liaise with the NGB's in question and ensure that a letter is sent to Jim Clarke at Sport England on behalf of the Forum to voice these concerns.

- Sport England are hoping to subsidise some spaces at the conference for volunteers and would like input from NGB's as to whether they have the resources to fund/part subsidise a number of places so that volunteers from their sport can attend.

ACTION – NGB's to get in touch with Sue if they think this is feasible – sue.cooper@sportengland.org

- Funding is available from Sport England SW to support NGB's in producing a regional/county version of their WSP/OSP

ACTION - Contact Mark Drew to confirm if your sport is planning on completing this.

8. Date of next meetings:

6th and 7th December 2007 inc. overnight stay Venue TBC

6th March – Venue TBC