

MINUTES OF THE DERBYSHIRE SPORT BOARD MEETING

Date:	12 December 2016	Venue:	South Tower, University of Derby
In the chair:	Kath Mitchell	Minute recorder:	Margaret Blount

Item	Action
<p>1 In Attendance</p> <p>Board Member Kath Mitchell KM Jenny Forbes JF Sarah Fowler SF Peter Smith PS John Vicars JV Dean Wallace DWc</p> <p>Observer/Guest Hayley Lever HL – Derbyshire Sport Ilana Freestone IF – Derbyshire Sport Margaret Blount MB – Derbyshire Sport Craig Homer CH – Derbyshire Sport</p>	
<p>2 Apologies Mike Ashworth MA Paul Gill PG Paul Robinson PR David Williams DW Russell Turner RT</p>	
<p>3 Minutes of the last meeting held on 26 September 2016 Non-confidential minutes - agreed as a true record Confidential minutes – agreed as a true record, with addition to the minutes that whilst HL and IF left the room for a confidential discussion, the Board voted that Hayley and Ilana were requested to take this work forward in their current role.</p>	
<p>4 Matters arising Non-confidential minutes MB to chase up outstanding declaration of interest forms MB to circulate terms of office table DW identified contact from Cooper Parry who is interested in supporting the work of the Board. HL to follow up. HL has sent through website link to page on Derbyshire Sport staff team. More detail of this to be provided at the next Board meeting.</p> <p>Confidential minutes – No matters arising</p>	<p>MB MB HL HL</p>
<p>5 Declarations of interest No declarations of interest</p>	
<p>6 Young. Active. Healthy. A Physical Activity and Sport Framework for Young People 2016-2021 CH gave a presentation on the context and the key aspects of the draft county strategic plan for young people which is currently being designed and due to be launched spring 2017. Key points raised:</p> <ul style="list-style-type: none"> On average 60-70% of schools in the county complete an annual school sport survey and the overall percentage of young people doing 2 hours p.w. PE and taking part in intra and inter school sport competitions has increased year on year. 	

	<p>The exception to this upward trend are Key Stage 4 pupils.</p> <ul style="list-style-type: none"> • Physical activity levels peak at the age of 8. • In Derbyshire 42% of 15 yr. olds are sedentary for more than 10 hours per day on a weekday and 68% are sedentary for more than 10 hours per day on a weekend. • The new framework sets out the vision, purpose, context and strategic priorities for active young people. It focuses on what young people do outside school (in the community) as well as in school. • It details 5 delivery themes, 11 KPIs and 27 outcomes. • Age range of framework is 0-25 but with core focus on 5-18 yr. olds • Focus is to address the participation inequalities of girls, lower socio economic income groups and disabled young people. <p>Points raised during the discussion included:</p> <ul style="list-style-type: none"> • Need to align the health and wellbeing messages with better academic outcomes. • CH needs to sit around the tables where raising academic achievements are currently being discussed. KM to help with this. • Need to ensure that the framework not too weighted towards formal opportunities within education and sport. Informal opportunities and the environment have contribution to make. • More emphasis on the positive impact that PA has on young people's mental health could help access new funding sources. • Board members need to be clear on key messages in the framework so they can advocate around their tables on behalf of the partnership. The top 5 key messages are detailed in the mission statements for each of the 5 delivery themes. • A key role of a Board member is to disseminate this message within own networks, and audiences e.g. university students. • Be careful of linking PA to obesity reduction. Reducing obesity is not a Derbyshire Sport responsibility- nutrition is very important to this. Physical activity has a value in itself. • The framework is to be adopted/delivered by all partners. The role of the Derbyshire Sport core team will primarily be around advocacy. • The Board needs to feel confident that the framework will change behaviours and increase young people's activity levels. It needs to be able to assess whether it is working and understand what success and interim success will look like. More information will need to be presented on this at future meetings. <p>The Board noted next steps and the provisional launch schedule.</p>	<p>KM</p> <p>CH</p>
7	<p>'Towards an Active Derbyshire' funding priorities discussion</p> <p>HL informed the Board that Sport England would be launching eight new funding programmes in January and asked the Board for guidance on how to decide which projects to actively support; whether applicant is Derbyshire Sport or another organisation. There will be a need to choose which projects to support with staff time: project development, advocacy, research and insight, bid writing advice etc.</p> <p>As part of these eight, Sport England will shortly be asking for expressions of interest for 10 local delivery pilot projects around the country (total funding available £130m). Already 6/7 conversations about project ideas for this funding are on-going in the county. To increase Derbyshire's chances of success, the county needs to support and submit one of these bids. The detailed criteria for this funding are still to be announced. Workshops for Chief Executives will be delivered by Sport England in January/February.</p> <p>Points raised in discussion which should be the basis for guiding principles included:</p>	

	<ul style="list-style-type: none"> • Decisions about whether to support major project applications should be brought to the Board when timing permits. • Bid should have a strong link to 'Towards an Active Derbyshire'. • Need to focus on encouraging/supporting inactive people to become active. • Need to target hard to reach groups/under-performing geographical locations. • Should be based on good quality insight and intelligence. • Need to have a good fit with the published funding criteria. • Staff team/Board need to be confident that the bid has a good chance of being successful. 	
8	<p>Directors' Report</p> <p>IF updated the Board on developments since the paper was drafted.</p> <p>As TUPE does not apply, the redundancy process will commence for Chloe Maudsley as she wishes to continue to work with the Derbyshire Institute of Sport, employed by the new CIC.</p> <p>The application to Sport England for core funding for April to end of September 2017 has been approved. This was not the case for all CSPs, 12 have been asked to do more work on their applications. This does reflect a change of approach by Sport England to funding decisions.</p> <p>Derbyshire Sport has expressed its concern to Sport England about how additional funding for the Sportivate programme (young people's participation programme) was allocated which meant that Derbyshire Sport was not awarded any additional funding, despite repeatedly exceeding the Sportivate targets set by Sport England. As a result Mike Diaper, Director of Community Sport, is coming up to meet with IF and KM on 25/01/17. This will be an opportunity to push him on the timing of the decision for core funding from October 2017.</p> <p>KM welcomed the detail in the Directors' report and requested that it includes a RAG rating on the major work areas.</p> <p>The Board noted the report.</p>	HL/IF
9	<p>Finance Report</p> <p>MB presented the financial report and the financial benchmarks. The projected net income at the end of March 17 is now £185,801.</p> <p>Following a meeting with PG, changes would be made to the format of the next financial report presented to Board. It will split 2017/18 into two six month periods</p> <ul style="list-style-type: none"> • April to September 2017 (Sport England income known) • October 2017 to March 2018 (Sport England income unknown). <p>The projections for October 2017 to March 2018 will illustrate three different income scenarios from Sport England:</p> <ul style="list-style-type: none"> • At the same levels as received in 2016/17 • With a 20% reduction • With a 40% reduction. <p>In addition, it was requested that the future projections exclude the Derbyshire Institute of Sport costs.</p> <p>An error was identified in the Expenditure Actuals 15/16 benchmark table and this has</p>	MB

	<p>been corrected. See copy of amended table at the end of this document.</p> <p>The Board</p> <ul style="list-style-type: none"> • Noted the report • Agreed to the proposed scenarios to be presented at the next meeting. 	
10	<p>Risk Register</p> <p>MB presented the updated risk register. The Board confirmed that the register appears to list the right risks and mitigating actions but requested changes to the format used. MB was requested to revise the register and re-circulate to the Board to allow members to check that they are happy with the risk rating. The risk register is to be included on the agenda at all future meetings.</p> <p>SF offered to share the PDNPA approach to risk register.</p> <p>The Board noted the report.</p>	<p>MB</p> <p>MB</p> <p>SF</p>
11	<p>Skills Audit</p> <p>Board members were thanked for completing the skills audit. The audit illustrates a lack of knowledge/expertise in the areas of disability sport and safeguarding – areas where the Board needs to identify a lead member. It was agreed that given the on-going discussions with Sport Nottinghamshire, it was not a sensible time to fill any gaps via Board recruitment. SF expressed an interest in being the Board lead for disability sport. HL to discuss with SF what support she requires to do this.</p> <p>As the next Board meeting is soon, it was agreed to allocate some time at the January meeting to an introductory session on safeguarding and Board responsibilities.</p> <p>The Board noted the report.</p>	<p>HL</p> <p>MB</p>
12	<p>AOB</p> <p>There was no AOB</p>	
13	<p>Dates of future meetings</p> <p>Monday 16 Jan 17 18:00 – 20:00 venue tbc</p> <p>Monday 24 April 17 18:00 – 20:00 venue tbc</p> <p>Monday 10 July 17 18:00 – 20:00 venue tbc</p> <p>Monday 30 Oct 17 18:00 – 20:00 venue tbc</p> <p>Monday 15 Jan 18 18:00 – 20:00 venue tbc</p> <p>Monday 23 April 18 18:00 – 20:00 venue tbc</p>	

Expenditure Actuals	Legal Status	Total Expenditure				Total staffing costs			
Year		2013/14	2014/15	2015/16	Rank 15/16	2013/14	2014/15	2015/16	Rank 15/16
CSP Average		(1,030,306)	(1,257,509)	(1,283,896)	out of 44	(467,000)	(561,222)	(585,080)	out of 44
Derbyshire Sport	H	(1,503,129)	(1,517,512)	(1,725,096)	7	(558,779)	(618,800)	(645,109)	12
Northamptonshire	H	(1,295,861)	(1,712,848)	(1,677,703)	8	(864,208)	(1,157,543)	(1,012,184)	3
Sport Nottinghamshire	H	(1,122,890)	(1,131,900)	(1,067,790)	19	(553,000)	(576,000)	(555,000)	17
Sports Herefords & Worcs	IND	(700,899)	(702,261)	(715,057)	39	(305,736)	(315,048)	(274,201)	44
Sport Across Staffordshire	H	(977,604)	(1,182,601)	(1,119,971)	16	(511,726)	(553,200)	(541,900)	18
Oxfordshire	H	(910,332)	(983,066)	(1,031,877)	21	(455,705)	(447,017)	(500,756)	23
Active Surrey	H	(1,074,749)	(1,234,502)	(1,173,697)	15	(632,613)	(674,009)	(736,546)	10
		Derbyshire Sport is one of the CSPs with the highest total expenditure, well above the national average. This does include expenditure on DIS. The distribution of funds to delivery partners is high (ranked 9).				Derbyshire Sport staffing costs are above the national average, 12th highest. They are increasing year on year due to salary increases and increasing employment costs and not as a result of an increasing head count.			