**Leicester-Shire & Rutland Sport**

**Summary of Actions of the Board Meeting**

**Held on Friday, 22nd February 2019 at SportPark**

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| **No.** | **Item** | **Action** | **Owner & Due Date** | **Progress /Update** |
| 1 | 2 | JHMT to put this on the next District CEO Network meeting agenda. NC to present to the Harborough LSA and look to share across the LSAs potentially through the shared practice event on the 13th March 2019. | BS/NC | Bev and Nicky both in the process of arranging future presentations. |
| 2 | 10 | Trading and Enterprise Activity: JB/BC & Andy MacDonald are looking at developing a strategic action plan across all areas of enterprise activity within LRS and this will be reported back at the next Board meeting in May. | JB/BC/  A Mac | New arrangements now in place with Cuttlefish.  Financial exploration of all relevant Enterprise related activity has been analysed. New Draft Enterprise plan developed for consultation with BOA. New team responsibilities around this agenda |

**Leicester-Shire & Rutland Sport**

**Minutes of the Board Meeting**

**Held on Friday, 22nd February 2019 at SportPark**

**Board Members Present:**

Bev Smith Chair

Mike Sandys Vice Chair

Dr Mary Hardwick Senior Independent Director

John Richardson Board Member

Andrew Beddow Board Member

Nicky Collett Board Member

Amna Rafiq Board Member

**Advisers to the Board Present:**

Andy Reed OBE Specialist Adviser

Bill Cullen Specialist Adviser

Barry Thompson Specialist Adviser

**Key Partners in Attendance:**

Dr Mike Ferguson – The Joe Humphries Memorial Trust

Charles Poole – The Joe Humphries Memorial Trust

Allison Tripney – Leicester City Football Community Trust

**Leicester-Shire & Rutland Sport Team in Attendance:**

John Byrne CSP Director

Noel Haines Assistant CSP Director

Jo Spokes Sports Development Manager

Geoff Maltby Sports Development Manager

Dave Stock Manager (Strategic Relationships)

Teresa Dalby Business Support Manager

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| **Item** | **Minute** | **Owner & Due Date** |
| 1 | **WELCOME & APOLOGIES**  Apologies received from John Sinnott CBE, Simon Cole, Martyn Ball, Sue Houghton, Ben Solly, Sam Ruddock and Stuart Lindeman.  Welcome given to Dave Stock who has been appointed as Manager (Strategic Relationships) working in a joint role between Sport England and LRS. |  |
| 2 | **THE JOE HUMPHRIES MEMORIAL TRUST PRESENTATION**  <http://jhmt.org.uk/our-aims>  A presentation was received from the Trustees of the Joe Humphries Memorial Trust, which set the key objectives for the Trust. These included their strategy to introduce new defibs across the county, the importance and delivery of CPR training and the promotion of prevention messages.  **Action:** BS to put this on the next District CEO Network meeting agenda. NC to present to the Harborough LSA and look to share across the LSAs potentially through the shared practice event on the 13th March 2019. Dr Mike Ferguson/Mike Sandys happy to attend meetings if required. | Dr Mike Ferguson/Charles Poole  BS/NC |
| 3 | **MINUTES OF THE LAST MEETING**  Minutes of the previous meeting held on the 5th October 2018 were agreed as an accurate record of the meeting. |  |
| 4 | **MATTERS ARISING**   * A welcome was extended to Nicky Collett as a new Board Member representing LSAs. JB advised that Colin Magee from Hinckley & Bosworth had been appointed as a deputy for Sue Houghton when she is unable to attend meetings. * There are currently two Board member vacancies in the specialist areas of Marketing & Finance. If anyone is aware of someone who would be interested in these roles then please advise JB or BS. * The Life Course mapping exercise is ongoing. * The Local Industrial Strategy process is being re-started with a bottom up approach. There will be a consultation period which will be an evidence based exercise. Currently awaiting guidance for this process. There will be some joint theme based workshops held during the Summer. It is possible that the number of priorities may be slimmed down and with this it may be more difficult to position sport and physical activity into this process but BS/AR will keep advocating the agenda. | ALL  JB/MH  AR/BS |
| 5 | **DECLARATIONS OF INTEREST**  Dr Mary Hardwick – Steady Steps/Workplace Health. |  |
| 6 | **COMPLEX CHALLENGES**  Presentation given by Jo Spokes & Mike Sandy’s – copy attached. |  |
| 7 | **COMPLEX CHALLENGE 1: MAKE YOUR MOVE**  Presentation attached.  Discussion took place with key notes as follows:   * Normalise physical activity and the language used * Emotional trigger – need to develop a consistent cause and get momentum behind this and have as a golden thread throughout our work. * Cultural Change – how does sport and physical activity replicate the smoking cessation work? * Implication of future health messages, how do LRS portray these messages effectively? * Lifestyle designs the way we think – need to place physical activity back into everyday lives. * SLM Leicestershire facilities and engagement in communities, parks and open spaces – developer opportunities. Focus more on asset structure/infra-structure. How do we influence contractors re, physical activity/inactivity/Active Design agenda! * Sport! Don’t lose sight of the traditional participant and workforce. * Dementia – physical activity throughout life, emotional pull on diseases * Move aware from transactional basis to transformational. What are we prepared to do differently? * Service areas need to change their behaviours to change others behaviours. Service provider needs the appropriate resource. To make it relevant to people and create triggers * Braunstone Sport Action Zone – Braunstone Leisure Centre consultation 1998. The ABCD approach. * Over the next 12 months to look at re-aligning some resources £ to campaigns. |  |
| 8 | **COMPLEX CHALLENGE 2: FUTURE OF THE SCHOOL SPORT & PA NETWORK**   * Time for systematic review – schools/SSPANS * What is the outcome trying to achieve? * Sport & PE on offer for those interested, but are there alternative offers for those that are not? * Targeted intervention in pockets, but not consistent across LLR * Shouldn't end at the school gate – family based approach to encourage children to get involved * Geographical set up doesn't help collaborative working * £ resources to geographic areas – to look at * School sport offer – community sport offer and the aspiration * Look at whole offer to schools. 16+ FESCO years ago, different to 16+ work * Physical activity emphasis – engagement * Role models/leadership * Non PE trained workforce operating in schools delivering PE and sport * Inconsistency to the approach to Teacher training * Maximising the opportunities of the Primary Premium funding * Structure re Active Life strategies * Pilots clear on our role and what we are going to do   **Actions (what we are doing):**   * Forming a steering group across the East Midlands for Headteachers * Models x 4 being worked up – and this is being presented to Headteachers, YST, Sport England, Public Health. * Where the funding comes from * Raise the profile of the Headteacher Group - role model – awareness * Ensuring the right people are around the table * Secondary school element. |  |
| 9 | **BOARD GROUP PHOTO UPDATE**  Postponed until the May Board meeting. |  |
| 10 | **BUSINESS, OVERSIGHT & AUDIT SUMMARY REPORT**   * JS confirmed that the Reserves Policy would need to increase from £485k to £575k to cover pension costs within the policy but this is based on staffing staying the same with a caveat that this can be difficult to predict. Board agreed to endorse the increase in ring-fenced reserves to accommodate anticipated pension strain costs. * Trading and Enterprise Activity: Alternative options are being explored with Cuttlefish in relation to the management and maintenance of SportSuite. JB/BC & Andy MacDonald are looking at developing a strategic action plan across all areas of enterprise activity within LRS and this will be reported back at the next Board meeting in May. * Board agreed that the LRS Risk Register be updated as part of the 2019-20 Business Plan process. * Board Members endorsed and congratulated the team for securing the ‘Very Good’ Quest rating. | JB/BC/  AMac |
| 11 | **ADVOCACY, INFLUENCE & PARTNERSHIPS**  **Strategic Growth Plan**  DS spoke at the Strategic Planning Group earlier in the week. The next step is to move to delivery and looking at opportunities with links to the previous agenda. The partnership vacancy will be advertised shortly. There is an opportunity to shape the questions for the interview and JB to email to BS prior to interviews taking place.  **Collaborative Leadership**  Sport England are looking at the LGA programme – public sector leadership programmes. A briefing paper has been produced and sent to Sport England to look at collaborative leadership for our area, bringing together senior leaders across the sectors ie. Housing, Transport, Education, to identify the golden threads. This has received support from Sport England with a meeting scheduled for the 14th March 2019 which will explore ideas on potential funding.    **Growth Infra-Structure**  Active Environments are meeting in March and it would be beneficial for LRS to be involved regularly at these meetings. Need to work with LAs to reinforce language, emerging policy and plans and to build into policy language to make it more practical. Homes England have regional hubs to look at this area of work.  Sports Conference Prospectus handout was circulated. If you have any feedback please advise AC. | JB |
| 12 | **ANY OTHER BUSINESS**  Exit Interviews: Responses received and the main correlation amongst the responses is that there are no opportunities for promotion which is connected to LRS being a small organisation. |  |
| 12 | **FUTURE BOARD AGENDA ITEMS** |  |
| 13 | **MEET THE TEAM OVER LUNCH** |  |
| 13 | **DATE & TIME OF NEXT MEETING(S)**  **PLEASE NOTE AMENDED DATES:**  **LRS Board**  Friday, 17th May 2019, 9.00 am – 12.00 noon – SportPark  Thursday, 5th September 2019, 4.30 – 8.30 pm - Strategic Planning/Review – Beaumanor Halls  Friday, 25th October 2019, 9.00 am – 12.00 noon – SportPark  Friday, 24th January 2020, 9.00 am – 12.00 noon, SportPark  **LRS Business, Oversight and Audit Committee**  Wednesday, 1st May 2019, 2.00 – 4.00 pm – SportPark  Wednesday, 9th October 2019, 2.00 – 4.00 pm – Sportpark, 2.00–4.00 pm  Wednesday, 8th January 2020, 2.00 – 4.00 pm – Sportpark |  |
| 12. | **OTHER DATES TO NOTE**   * GO GOLD Talent Camp – Saturday, 2nd March * This Girl Can Charity Night Out – Friday, 8th March * LSA Shared Practice Event – Wednesday, 13th March * School Games SEND Championships – Friday, 22nd March * Schools health & Wellbeing Conference – Friday, 29th March * This Girl Can Positive Pause (Menopause) Event – Friday, 29th March * GO GOLD Presentation Evening – Thursday, 4th April * Workplace World Cup – Thursday, 6th June |  |