

East Region Club & Coach Development Group

Terms of Reference

1. Name of the Group:

The group shall be known as the "*East Region Club & Coach Development Group*".

2. Purpose of Group:

2.1 To enhance the structure of sport through development of quality sports clubs and coaches in the East Region.

3. Aims of the Group:

3.1 To support NGBs in the development of quality clubs across the East Region.

3.2 To deliver the Coaching Task Force/ East Region Action Plan for Coaching (evolved from UK Action Plan for Coaching)

3.3 To foster effective links with NGBs and other partners in the development of clubs and coaches, with relevant links to education.

4. Objectives:

4.1 To co-ordinate support, training and development for clubs & coaching development in the East Region.

4.2 To support the employment & deployment of coaches in the East Region.

4.3 To identify and share good practice in club and coach development and management.

5. Membership:

5.1 The group will consist of representation from all the key groups involved in club & coach development including:

County/ Active Sports Partnership

ERSDA

Sport England East Region

scUK Area Manager

scUK Coach Development Officer

Skills Active Regional Development Manager

5.2 The membership of the group may co-opt additional members of the group from specialist areas of development as and when deemed necessary.

6. Meetings:

6.1 Meetings of the groups will be held quarterly.

6.1.1 Dates and venues to be set on an annual basis.

7. Chair and Roles of the Group:

7.1 The Chair will be appointed by the group on an annual basis.

7.2 The Chair will request agenda items from the group and then produce the agenda for meetings. These will be circulated a minimum of one week prior to any meetings.

7.3 The Elected Officer will be responsible for recording actions from the meeting. These will be circulated a maximum of two weeks after the meeting.

7.4 Representatives will be responsible for distribution of information and policies to groups etc they represent.

7.5 Representatives will be responsible for undertaking actions agreed by the group.

7.6 Terms of Reference of the group will be reviewed annually in December.