

London Sports Board

MINUTES

Meeting 4 5 August 2004

Held on 05/08/04 at 9.30 in Victoria House.

(04) Meeting 4

PRESENT

Philip Lewis (PL) Chair
Mike McFarlane (MMc)
Sue Atkinson (SA)
Steve Hodgkinson (SH)
Neil Taylor (NT)
Yvonne Marson (YM)
Cllr Lyn Brown (LB)
Karam Bhullar (KB)

In attendance

Joanna Robinson (JR)
Matthew Delaney (MD)
Shirley Burgess (SB)

APOLOGIES

No apologies

1 Minutes of Previous Meeting

Minutes of the previous meeting were accepted as a true record.

2 Matters arising:

London football clubs assisting LSB in community sports development
MD has progressed with Charlton Trust to look at shaping ideas and later to develop a package that could potentially significantly increase participation in the local area. It was suggested that this could be rolled out to other clubs like Arsenal, Brentford. Also raised that Leyton Orient provides an excellent case study for community engagement / multi sport hub.

Members to revisit list of ambassadors and make contact regarding assisting the LSB on an advocacy basis. The need for high profile women was raised and members who had offered to approach their contacts should do so. JR highlighted that the role of the ambassador was to be a high profile extension of the board, not simply an appearance request. JR to draft a letter that board members could use.

3 Chair's Report

Philip noted JR and team did a really great job at the launch of London Plan for Sport, and thanked them for the huge amount of work that went into the day that was very successful.

Philip asked members that had not already do so to respond to his email asap with regards to their ongoing commitment to the board.

LB suggested Councillor Joyce Ryan for the Board. PL to write to Cllr Ryan with same approach as other prospects.

LB queried increasing size of board. JR outlined that this had been raised and that boards were being kept deliberately tight following previous experience. PL said he needs to assess which current members are committed to staying on the board; who we have identified that we want to come onto the board and finalise numbers at that point.

LB queried setting up of sub committees. This was an idea that could be progressed but would rely on members leading a team of action oriented and effective *deliverers* on the sub committee, committed to delivering areas of the regional plan. Could not just be another strategic layer creating additional work for officers in the region. Sub committee work could link in with members' portfolio development that will be progressed over the next few months.

4 Director's Report

JR introduced a video of the Youth Games an the launch of Active places at Crystal Palace on 10th/11th July, followed by a report on other achievements of the team since last meeting. These were submitted to the board as a separate paper. PL asked that the budget be emailed to him.

Date for diaries: November 6th, Lottery 10th birthday, pulling together success stories, case studies. Board may be required to attend in advocacy role.

LB queried involvement in the review of the LHYG. JR to forward review papers to LB, NT, MMc. LB, NT MMc to attend breakfast meeting to prepare response. JR to set up through Grant Aitken.

Issues raised by LB include

- Games as part of wider sports development process
- Point systems unfair
- Cut in age groups reduces numbers of participants.

Future openings- SA to mobilise health representation. JR to circulate dates for opening of Thornton Heath and Phoenix to members as soon as they are available.

Board members queried evidence behind Phoenix estate project – benefits of healthy libraries in terms of participation. Region to ensure robust monitoring and evaluation programme in place to assess project.

5 Operational Plan

JR presented the operational plan to the board with an explanation of how the plan will be delivered and what will be measured. This has been extrapolated from the 4-year strategic plan for the region. The operational plan has been presented to the management executive team at Sport England and has been signed off.

The team will internally report monthly on the deliverables, and will be working with partners and sub regional groups to meet the objectives. JR will report on quarterly progress to the board.

Key dependencies in the plan include: delivery by partners; support from the centre; support from the board; reactive activities.

The budget to carry out the plan is in deficit and we need to re-profile to balance.

In reaction to queries about volume JR explained that we have partner agencies engaged in the majority of the activities but accepted that volume needed to be monitored. JR gave some examples of specific activities.

KB asked for a list of partners – and JR directed board members to the published action plan with all key partners detailed init.

SH asked highlighted that risks needed to be closely monitored and assessed. JR explained that a risk register is being developed and would be available at the next meeting.

LB requested that a summary sheet of key activities in the region should be produced. JR to distribute.

6 Investment papers - For information and decision

Active England update: for information on progress. Paper submitted to board.

Community Investment fund: Funding process opened in July, criteria for application on website. Only 1 of 11 enquiries to date is being encouraged to apply.

Some regions have opted to do funding rounds, this would allow the investment group to meet quarterly to enable the 12 week turn-a-round to be met, and facilitate cash flow and managing workloads. Rounds would be flexible with 4 closing dates for the year.

This was discussed by the board in some depth. Members agreed that rounds should be implemented. Members suggested there was no need for 'opening dates' for rounds as they were intuitive. Members suggested that the 4-week period from close of round to decision was perhaps risky. JR outlined that we could still use stage II as a 'decision' by the closing date without being fully committed to funding the project, thus mitigating this risk. Also outlined that we would not receive applications from projects we were not aware of – due to the 1st line telephone response process, thus risk was low. Board agreed that with a) potential to offer stage II development and b) slightly extended timescale (e.g. 6 weeks after closing date) rounds could be implemented. Jonathan Bruck to finalise details and circulate to members.

7 Sub regional alliances: for information

Paper taken as read. Grant Aitken leading on this with assistance from KB and SH to finalise model in west London.

8 LSB Portfolio management:

Members to start thinking about how they can help deliver the Regional Plan in their specialist areas and assist officer in delivery in the region. JR wants to mobilise in the next couple of months. Paper outlines process for members to manage portfolios. Board requested list of officers in the region. JR to send out list of details.

9 LSB Networking events:

Paper outlines requirement for board to work in advocacy role to influence key organisations and businesses to work with us and also invest in sport. Proposed calendar was reviewed.

LB suggested that ALG leaders could be hosted with a reception and formal presentation. ALG could co-host with us.

Also suggested that London MPs could have reception at House of Commons, potentially Barry Gardiner could host.

Need thoughts from two or three members. PL & KB to lead on this. One event before Xmas and one in the Spring.

10 Any Other Business:

- Schedule of papers circulated for board meetings circulated for information
- Regional assemblies – JR would like board members to input into response on paper (timescales short). SA/LB to respond asap.
- Meetings for next year. Board meetings for 2005 to be in same week as main council meeting on following Thursday at 9.30am. JR to circulate when dates of main council are set.
- Black History month takes place in October. This aims to promote knowledge of Black History and experience, disseminate information on positive Black contributions to British Society, and heighten the confidence and awareness of Black people in their cultural heritage. The GLA are running an exhibition in City Hall with “Kick it Out” – Lets Kick Racism out of Football.
- PL asked for information on Hendon football club, interested in response made to planning application.