

## Sport Leeds Board

Meeting No.58  
Wednesday 3<sup>rd</sup> May 2017, 2.00pm to 4.00pm  
Yorkshire Sport Foundation Offices, Morley



### In attendance:

Evelyn Gaughan (EG)  
Shauna Corrigan (SC)  
Hayley Cook (HC)

Sport Leeds Communications Group Chair

### Members

Sally Nickson (SN)  
Stewart Ross (SR)  
Abbi Andiyapan (AA)  
Anna Frearson (AF)  
Peter Smith (PS)  
Councillor Kevin Ritchie (CKR)  
Gail Palmer-Smeaton (GPS)  
Patrick Craig (PC)  
Norman Taylor (NT)  
Nigel Harrison (NH)  
Mark Allman (MA)  
Jan Burkhardt (JBU)  
James Brown (JBW)  
Gill Keddie (GK)  
Sarah Pickford (SP)  
Steve Richards (SRDs)  
Alan Scorfield (AS)  
Dan Busfield (DB)  
Suzanne Glavin (SG)  
Sue Haigh (SH)  
Will Saville (WS)  
Julie Hannan (JH)  
Sheila King (SK)  
Shirley Lundstram (SL)

Chair of Sport Leeds  
Past Chair  
Yorkshire Sport Foundation – Sport Leeds support  
Vice Chair of Sport Leeds  
Vice Chair of Sport Leeds  
Leeds City Council  
Leeds Active Schools  
University of Leeds  
Leeds Sport Federation  
Yorkshire Sport Foundation  
Leeds City Council  
Public Health  
Yorkshire Sport Foundation  
Leeds City Council  
Women's Sport  
Leeds City College  
Leeds United Foundation  
Leeds Rugby Foundation  
University of Leeds  
Leeds City Council  
Yorkshire Cricket Foundation  
Sport England  
Leeds Trinity University Sports Coordinator  
Leeds Dance Partnership

### Apologies

Cllr James Lewis  
Malcolm Brown (MB)  
Nick Robinson (NR)  
Danny Wild (DW)  
Charlie Pyatt (CP)  
Tony Stringwell (TS)  
Wieke Eringa (WE)  
Peter Mackreth (PM)  
Hannah Robertshaw (HR)

Leeds City Council  
Leeds Triathlon Centre  
Yorkshire Cricket Foundation  
Leeds City College  
Active Schools  
Leeds City Council – Parks  
Yorkshire Dance  
Leeds Beckett University  
Yorkshire Dance

Item		Action
1.	<p><b>Welcome and Introductions</b> SN opened the meeting which followed on from the AGM.</p> <p><b>Apologies</b> These were received as listed above.</p>	
2.  2.1	<p><b>Minutes of meeting No.57 dated 21.02.2017 and matters arising</b> The minutes were proposed as being correct and accepted by the Board.</p> <p>Amendment to be made on P1. Alan Scorfield organisation to be amended to Leeds United Foundation.</p> <p><b>Actions from the previous meeting</b></p> <p><b>Item 3.1 Operations Group be tasked with:</b></p> <ul style="list-style-type: none"> <li>- <i>Revisit and check and challenge the vision for Sport Leeds</i></li> <li>- <i>Reviewing of the structure and draw up some different options/models of governance scope pros and cons for each</i></li> <li>- <i>identify an interim chair if required</i></li> </ul> <p>This operations group have completed this item, an update will be provided under item 5.</p> <p><b>Item 4.1 Local Delivery Pilot workshop slides</b> MA to provide an update in this meeting under item 4.</p> <p><b>Item 4.2 ALL to feedback to GK around known community assets.</b> Partners provided this information in the given timescales.</p> <p><b>Item 6.1 Communications Group</b> HC is in attendance to provide an update on the Sport Leeds Communications Group, update of project ideas to be circulated with the minutes from this meeting.</p>	ACTION: Amend previous minutes.
3.  3.1	<p><b>Information Share</b></p> <p><b>Leeds Sport Federation</b> - NT raised awareness of the funding reductions to smaller NGBs which will impact on minority sports.</p> <p><b>Yorkshire Sport Foundation</b> – NH shared updated that the new reorganisation working structure has now been in place since April 1<sup>st</sup>.</p> <p>JBw shared various updates on Yorkshire Sport Foundation’s disability programmes and projects. Yorkshire Sport Foundation will be developing a West Yorkshire Special Olympics Network which will link to Special Olympics Clubs in the county. The Creating Connections programme has received a 12 month extension, Leeds will be one of the focus areas within this programme. Yorkshire Sport Foundation are supporting on a nation Sport England piece of work around disabled people volunteering within sport and physical activity. If any partners have any case studies of disabled people volunteering in sport</p>	ACTION: All to send any relevant case studies of disabled people volunteering in Sport and Physical Activity to JBw.

	<p>and physical activity on local level it would be great if these can be shared to support this work.</p> <p><b>Leeds Trinity University</b> SK shared that they are offering new courses for rehabilitation and therapy, can offer student placements (60 hour block volunteering in industry) Learning through work level 6 students require independent evaluation opportunities (with lecturer support). Please contact SK for more information.</p> <p><b>3.2 Cllr Ritchie</b> – The site allocations plan has highlighted deficiency in outdoor sport provision in some areas. Parks are leading on the Playing Pitch Strategy which can be shared with Sport Leeds Board. English Schools cross country event will be hosting in Leeds in 2018.</p> <p><b>University of Leeds</b> – EOI for volunteering submitted around developing a mentoring programme to build on social action within community and working with YSF, LCC and Row Leeds on a potential core markets EOI.</p> <p>Brownlee Centre opened on 28<sup>th</sup> April, and is now open for public use all information is available on UOL, Brownlee Centre website.</p> <p><b>3.3</b> Staff and Students health and wellbeing survey results are soon to be published, happy for this to be share with members.</p> <p><b>Women’s Sport</b> – Opportunity to promote Team up England involving cricket, hockey and netball. Schools can sign up to become team up school.</p> <p>Another campaign which partner organisations can get involved in or promote is the Pass on your Passion campaign, promoting more women to get into coaching.</p> <p><b>Leeds City College</b> – Outcome of the colleges’ inactivity funding bid due in June. Bidding for the potentials fund and the families’ fund.</p> <p><b>3.4</b> It was questioned how we share interest in SE funding streams with the wider partners to ensure it is a city approach with collaborative working.</p> <p><b>Active Schools</b> – Focusing on the sustainability of the service. New website linked to Active Leeds website launched next week – All board members are welcome to attend events.</p> <p><b>Yorkshire Cricket Foundation</b> - South Asian communities’ pilot funding for Leeds and Bradford to be extended for 3 years. Extention to education and health work through the launch of sports college exit route.</p> <p><b>Leeds Rhinos Foundation</b> - Development of a mental health and wellbeing programme focused on NEET individuals.</p>	<p>ACTION: AA contact Tony Stringwell to share the PPS</p> <p>ACTION: SG to share survey results with board members.</p> <p>ACTION: SN suggested to be picked up at next Ops Group</p>
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<p>3.5</p> <p>3.6</p>	<p><b>Sport England</b> - Successful bidders for SE funding to be announced. SE to restructure to facilitate working locally with partners, this will take place around June.</p> <p><b>Public Health</b> – JB share that the sport premium is delayed due to general election.</p> <p>Aiming to create an online early years toolkit (physical activity beyond school) and would welcome partner support, would like a strong offer from schools. Also JB work on the inactivity bid in her dance role has reached second stage, the bid is looking at Dance Activator role for older people.</p> <p>AF– shared that Active 10 launch has been delayed due to general election, so once the campaign has launched AF will update at a later date.</p> <p><b>Active Leeds</b> – The Sport service will be renamed Active Leeds. Development of 2 new wellbeing centres Fearnville and Rothwell. The Parklife EOI is approved and the next steps are discussions with the FA. MA raised awareness that Sport Leeds need to be aware strategically of the LCC Growth Strategy.</p> <p>A reminder that the World Triathlon Series takes place on the 10th and 11th June – please promote and enter events.</p> <p>GK will circulate a diagram of the new structure to all members.</p> <p><b>Northern Ballet</b> - Shirley Lundstram introduced herself explaining her new role is strategically connecting dance to sport and physical activity.SL shared her contact details and would welcome invitations to events. <a href="mailto:shirley.lundstram@northernballet.com">shirley.lundstram@northernballet.com</a> 07715 215881</p>	<p>ACTION: Ops Group to agree how we might link LCC Growth Strategy into Sport Leeds Strategy</p> <p>ACTION: GK to circulate new staffing structure</p>
<p>4.</p> <p>4.1</p>	<p><b>EOI Local Delivery Pilot</b> A1/A2 linked to Sport Leeds Strategy.</p> <p>MA presented an update on the local delivery pilot and thanked all partners for their contribution and that the academic partnership with the Universities is key to the project.</p> <p>Presentation is attached via email and on the <a href="#">Sport Leeds website</a>.</p> <p>Whether the bid is successful or not this methodology of ways of working towards a whole systems approach will be adopted.</p> <p>NT shared the concept of ‘villages’ and how this might be able to provide an illustration to partners, although it was thought that the ‘villages’ concept is the ideal but not always reflected in cities.</p> <p>There was a discussion around how partners can get involved in this bid/way of working, it was suggested that the Ops Group could start to map interest</p>	<p>ACTION: To be added to the Ops</p>

	and contribution to create a starting point for conversations.	Group agenda for discussion.
<b>5.</b>	<b>Future Leadership and Governance. Key Priorities Review and Propose 2017/18 - SR</b>  Paper was tabled at the meeting, available on the <a href="#">Sport Leeds website</a>	
5.1	SR gave an overview of the previous paper and recapped on the Ops groups tasks/discussions: <ul style="list-style-type: none"> <li>- The ops group were tasked with reviewing succession/sustainability and how new entities could fit with the strategy.</li> <li>- The operations group agreed to do a review over the next six months and report back with a timeline.</li> </ul>	ACTION: Ops group to complete a review over next six months and report back with a timeline and detail.
5.2	Sport Leeds Priorities – the operations group asked for approval from board on continuing with same priorities with a focus on locality based work for the next twelve months.  It was agreed that it would be helpful to add some detail/activities to the priorities for the next Sport Leeds Board Meeting.	ACTION: Ops group to add some detail/activities to the priorities for the next Board meeting.
<b>6.</b>	<b>Communication group progress and update - HC</b>  E3 linked to Sport Leeds Strategy.  Paper was tabled at the meeting, available on the <a href="#">Sport Leeds website</a> .  HC shared 3 versions of a partner logo, where a vote was taken and option 3 was agreed on.  A discussion around how Sport Leeds needs to think about its membership as there are some gaps at present if we go public facing, for example the play agenda? This needs to be taken into consideration for the governance review.	
6.1	It was thought that it is a good opportunity to look at how we keep consistency of the language used around physical activity. Also is there a piece of work around internal communications and connectivity that AA could pick up?	ACTION: AA explore with comms group internal communications
<b>7.</b>	<b>Leeds Sports Awards review and 2017 event and 2018 proposal – SN</b>  SN circulated Sports Awards review document outlining an options paper for the future sustainability of the Leeds Sports Awards.	
7.1	The options were presented for future sustainability, suggestions were made around a development to support the awards as the communications group is set up- through invitation of partner organisations events officers.  It was agreed that it would be best for members to be able to feedback via email, all feedback to then be shared with the ops group for discussion and	ACTION: –SN/AA to produce an options paper which will be circulated to the board members for comments, and to

	approval.	add to Op's meeting agenda.
<b>8.</b>	<b>Current Activity/Future Focus</b>  The annual report was shared and each board member who was leading on the area of work provided a brief update.	
8.1	AF to update the physical activity section regarding the breakthrough project, the updated version will be circulated to all for comments.	ACTION: AA to provide the electronic document to AF to update physical activity update.
<b>9.</b>	<b>AOB</b> <b><i>Disability School of the Year Award</i></b> – GPS pleased to report West Silc School has won this award.	
9.1	It was discussed is there a way of capturing partner achievements?  The meeting closed with an informal presentation to Stewart Ross to thank him for the big impact he has made with Sport Leeds.	ACTION: AA to look into a mechanism to capture partner achievements and share these.
<b>10.</b>	<b>Close</b> The meeting closed at 4:00pm  Date of next meeting: Tuesday 27 <sup>th</sup> June, 1pm – 4pm, Venue TBC.	

## Sport Leeds Board

Meeting No. 58

1.30pm, Wednesday 3<sup>rd</sup> May 2017

Yorkshire Sport Foundation Offices, Morley



### Actions

Discussion Point	Action	Timescale
2.1	ACTION : Amendment to be made on P1. Alan Scorfield organisation to be amended to Leeds United Foundation.	Immediately
3.1	ACTION: All to send any relevant case studies of disabled people volunteering in Sport and Physical Activity to JBw.	As soon as possible
3.2	ACTION: AA contact Tony Stringwell to share the PPS	By next Sport Leeds Board Meeting
3.3	ACTION: SG to share staff and student survey results with board members.	By next Sport Leeds Board Meeting
3.4	ACTION: SN/AA to add to Ops Group agenda to discuss how we best share information around bids/EOI.	June Ops Group
3.5	ACTION: Ops Group to agree how we might link LCC Growth Strategy into Sport Leeds Strategy.	June Ops Group
3.6	ACTION: GK to circulate new Active Leeds staffing structure with members.	By next Sport Leeds Board Meeting
4.1	ACTION: SN/AA to add to Ops Group agenda to discuss how partners can get involved in the local delivery pilot/ the outlined ways of working. Suggested that Ops group could start to map interest and contribution to create a starting point for conversations.	June Ops Group
5.1	ACTION: Ops group to complete a governance review/ look at the best way to conduct this over next six months and report back with a timeline and detail.	Within six months
5.2	ACTION: Ops group to add some detail/activities to the Sport Leeds priorities for the next Board meeting.	By next Sport Leeds Board Meeting
6.1	ACTION: AA to explore with communications group internal communications and connectivity for board members	By next Sport Leeds Board Meeting
7.1	ACTION: –SN/AA to produce an options paper on the sustainability of Leeds Sports Awards which will be circulated to the board members for comments, and to add to Op’s meeting agenda.	June Ops Group
8.1	ACTION: AA to provide the electronic version of current activity/future focus document to AF to update physical activity update.	As soon as possible
9.1	ACTION: AA to look into a mechanism to capture partner achievements and share these.	For discussion at Ops Group in June