STREETGAMES BOARD MEETING

Date: Thursday 9th July 2015
Venue: GOR 124, 43 Gordon Square, Birkbeck University, London
Time: 09.55-14.05

MEETING MINUTES

<table>
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<tr>
<th>ITEM</th>
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<td>Trustees:</td>
<td>PRESENT</td>
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<td>Steve Hodkinson (Chair), Victoria Hill (VH), Rachel Roberts (RR), Pradeep Kachhala (PrK), David Innes (DI), Brendan Reilly (BR) and Tom Forrest (TF)</td>
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<td>Jane Ashworth (JA), Mark Lawrie (ML), Dawn Cole (DC) and Lis Hindle (LH)</td>
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<td>Paul Kendall (PK) from Sport England</td>
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<td>Ceris Anderson (CA) from StreetGames</td>
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1. Welcome & Apologies

Apologies
Karen Creavin (KC), Richard Moore (RM), Jonathan Hughes (JH) and Sue Capel (SC) could all not attend due to work commitments. Margaret Bowler (MB) could not attend due to annual leave.

2. Conflicts of Interest

No conflicts of interests were expressed.

3. Minutes of last meeting

The minutes were approved as an accurate record of the meeting.

RR asked that her apologies be added onto the minutes.

PK clarified what from the last minutes was meant by small grants in Sport England terms and that they plan to work with SG in the future when developing this area.

Apprenticeships – JA explained that we have now been approved on our trailblazer bid to BIS to develop the community sport and health activator apprenticeship. We will now work on what this course will look like and the curriculum.
### Summer Camp

- took place in Birmingham around the UK Athletics Championships. From the 800 tickets given to us by UK Athletics we only had 6 left. 200 people attended the camp, for which we had help with funding from JD Sports and the Cloth Makers Guild. Bromsgrove was a great venue for us so we may look into doing a camp every year there. TF added that he had excellent feedback from his volunteers who attended the event.

### Notice of Impending Legal Action

No notice of Impending legal action.

### Contracts >£60k

No new contracts to report relating to services above £60k.

### Health & Safety

No issues regarding health and safety were reported since the last meeting.

### Safeguarding

No issues regarding safeguarding were reported.

### Fraud

No issues relating to fraud.

### Chair’s Actions

The Chair confirmed his actions and progress made since the last meeting as follows:

2. Signed Sport England Deed of Variation No.3 for 2015/16 funding- £6,004,890. The first instalment of this money has now been received in our account.
4. Signed the lease for the London Office with Greenwich Leisure.
5. Authorised two staff salary re-gradings on the basis of full job evaluations.
6. Countersigned the order for a new booking system.

All the above were noted by the Board.

### Chief Executive’s Report

SH explains to the meeting that Matt Kendall sadly passed away just before the full staff meeting which made for a sad and emotional first day. We recently received a large grant from European funding due to Matt’s last
piece of work for us.

A moment's silence took place to remember Matt.

JA discussed the following items from the paper:

**Trustee Recruitment** – the Trustees were asked that this process start soon and that a panel be put together. VH and PrK agreed to join the panel with JA and SH.

ML explained that he is currently completing the ITQ form for Sport England to support the recruitment of a future Chair.

**Mo Farah Foundation** – we have put in a proposal to them for resources that will be co-branded but are currently waiting to hear back.

**Spirit of 2012** – have now joined four different Get Out Get Active consortia which is aimed at enhancing sport opportunities for disabled people. Have had input to four consortia bids at Stage 1, which would enable us to make Doorstep Sport more inclusive and are hoping to hear about which progress to Stage 2 in a month’s time.

**Leisure Trusts** – are starting to build important relationships with organisations in this area as their opportunities for tendering to help them deliver. Currently have good relationships with Places For People and Serco.

**Housing Associations** – are in conversations with 15 of them currently, so this is now a growth area.

**PCC’s** – through the Derbyshire PCC we have put in a successful joint bid to the Home Office which aims to bring together 7 of the PCC’s to develop what works best in commissioning sport as a means to reduce anti-social behaviour.

**Festival Dates** – it was asked the Trustees attend where possible. PK added that he will invite other team members from Sport England who may have not been invited already.

**LionsRaw Young Volunteer Opportunity** – have partnered with them in the past as they offer young people opportunities to volunteer in other countries around big events. Next summer the European Championships are taking place in Marseille, which LionsRaw are trying to make safe for volunteers to work around. The question to Trustee is if we would be happy to send some of our young people to volunteer as part of the event.

VH asked if any SG staff would be going.
ML answered there would be one.
RR asked what the threat level was in Marseille.
SH explained that they have high crime, murder, gang activity levels so it is a very dangerous place.
RR asked if this would be higher round the event.
SH stated it probably would and France has high internal problems currently
too but they do tend to cope with them very well. If the British consulate are happy then this should be fine but there are still dangers.

RR explained that it may be best re-assess the situation closer to the time then is the risks changes the young people don’t have to go but then still receive the training benefits. She also asked is the responsibility would ultimately be with the project.

ML answered that it could be with us but ultimately would be LionsRaw’s. We could also try to send more staff with the volunteers. Also will meet with the leadership team at LionsRaw in order to better understand their arrangements.

Volunteer Conference – the report was for noting.

RR highlighted what a lovely report it was and to thank Mark Oliver.

TF pointed out that we should inform Youth Employment UK about the issues we had.

JA added that we also tested if the young people would be interested in working at Butlins for a summer, which they were really keen to do. Are planning to meet with Butlins to discuss a partnership.

SH asked that a thank you letter be sent to the LTA and AELTC for their support.

11. Dashboard of KPIs

ML explained that this dashboard was the new template for 2015/16 and that not all quarter 1 data had been added yet. He then explained the following areas from the dashboard:

- The Assuring Good Governance indicators have rolled over from the last dashboard.
- There is now a new indicator for the percentage young people have attended more than 12 times in one quarter. This is currently at 51%.
- Also have separated out the Club1 figures, but they are still included in the DSC figures.
- There is now a figure for Us Girls in Wales since the new funding we have been awarded.
- 3 new fundraising targets have been added to show the gross targets but the net targets will be reported at Finance Committee.

RR asked how confident we are in meeting the female target.

ML explained that it was too early to say at the moment but should have a better picture by October. Have now put in place DSA’s and a fieldworker for
PK explained that Club1 is going well and hopefully this helps improve the girls only work. NGBs are also discussing female participation targets but are awaiting to announce what they will be doing, so we could potentially link in with this.

RR congratulated the team on the BME work success and if we understand why this was going so well.

JA answered that is was due to the location of the projects and having local people running them.

### 12. Audit/Governance Report Update

All the items on the Audit and Governance report were noted by the Board.

VH explained that:

- DC reviewed health and safety and also data protection which revealed no major issues. The only action was around the regular changing of passwords on computers.
- The external audit will take place this month and the only issue was getting Trustees conflict of interests in order, which is in hand for this year.
- The committee decided that we will not be paying for external scrutiny this year but that the committee will review the areas of control on the risk register and visit the assuring good governance group meeting in October.

SH asked if the Sport England self-assessment was in hand for this year and if we have done anything to improve on the areas from last time where we fell down.

DC explained that we are doing some work on customer charters and equity work.

ML added that we are planning to be full on everything and that all actions that said reasonable last time will be completed prior to the submission for 2015/16.

### 13. Finance Report

The Board noted all the items on the Finance report.

**Fundraising** – ML explained that we have now worked out how each area of fundraising will contribute to the funding gap. Kerry McDonald has also now updated his report to make each area of fundraising clearly separate.

**Comptons** – JA highlighted that we have approached three agencies to help us. Comptons have offered us a different approach by suggesting we talk to
other organisations who would be able to introduce us to wealthy individuals
to do a survey then possibly donate in the future. The Trustees agreed this
was a good approach.

Trading Company – DC explained that we have now done a market scoping
on the Further Education market and are planning to do the same for the
Higher Education and private coaching markets.

The team have completed work on understanding pricing for the company,
have put a new booking system in place and are looking into the intellectual
property elements of our current courses. The plan is to bring back a
completed business plan in October.
For the legal side of the company the Board was asked to approve the name
of the company and the articles of association. All these elements were
approved.

SH thanked the team for all their work on the trading company.

Policies – The Board approved all the policies.

Risk Register – ML explained that risk 8 is now fine as Kerry is no longer ill
but that we will try to have a plan in place for the future.

RR pointed out risk 2 as she had recently experienced two organisations who
had gone insolvent even though they had a high amount of turnover. We just
need to be aware that there is not the same amount of support out there if
this does happen.

Risk 18 is also a possible risk or opportunity as we do not know what will be
happening for NGB’s on the 2017-21 Sport England strategy.

PK added that the strategy conversations for Sport England were now being
pushed back to January instead of September as planned.

Staffing Structure – was noted by the Trustees.

Confidential Meeting re future staffing – The Board agreed to move ahead
with the plans proposed and SH thanked everyone for their input.

14. SAFFO Report

CA joined the meeting and gave an overview of the SAFFO report for the
volunteer funding in England.

RR asked if we had had any feedback from the Cabinet Office on the report.

CA explained we had not yet but that Cabinet Office did ask us lots of
questions about the work.

VH asked what elements the Cabinet Office were most interested in.
CA answered that they liked the Outcomes Stars data as it was more scientific but we find the qualitative data more useful as it has more depth.

SH asked if the data in figure 2.14 of the report could be tabulated as this would be strong evidence.

CA explained that we do want to do some cross tabbing so this can be done.

RR added that we might be able to feed this data into health and wellbeing via the Department of Health.

JA explained that we are trying to get the data into the discussions of the Youth Justice Board in order to discuss these elements in Parliament.

SH thanked CA for presenting the report.

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<th>16. Strategy Development</th>
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**Network Survey**

CA ran through the findings of the network survey and the report which was produced by Kim McBride, with infographics done by Joe Keohane.

We received 195 responses, which is around a third of the network.

SH asked if it could be looked into if the people who had been with us for 3 years or more had said not sure to certain programmes, why they said it.

CA explained that it is their choice what they get involved with.

ML added that this could affect our levels of engagement if we were to stop doing the currently/only programme certain projects are involved with.

TF asked if we are planning to do a ‘You said, we did’ follow up having completed the survey.

ML explained that fundraising is probably the area where most people want help so we will definitely do something around this.

The Board thanked CA, Kim and Joe for their hard work on the report.

**Club1 Update**

CA presented the report for Helen Crowley and Karen Keohane who produced it as feedback/update on the programme so far.

Helen and Karen have also now carried out regional meetings with clubs running the project for feedback and the fact sheet shows all the feedback we have had.
RR asked if there had been any challenges running the swimming.
CA explained that if they are encouraged then young people want to do it but there are still barriers.

RR also asked if Sport England have seen the progress we have made.
JA stated that we need to bring it to their attention more and maybe package up the programme.
RR added that health departments might be interested too.

SH asked if Club1 would help with the female participant numbers.
CA explained it would slightly but there are smaller participants in Club1 so it will take a combination of factors to help improve the numbers.

BR stated he had met a lady who developed Piloxing who would possibly be interested in sponsoring our young people to run the course which they could then showcase at clubs and events.
JA added that this might be good in Wales as we have a focus on supporting young women to develop a business/social enterprise focus there.

SH thanked the team for the work so far which showed good progress.
RR added that all the work brought today was very uplifting to see.

**Date of next meeting**

Thursday 8th October, 2015 in Manchester