

DERBYSHIRE SPORT
Executive Group Meeting

20 February 2009 at 12.30
Committee Room, Derbyshire Dales Town
Hall, Matlock

----- Agenda -----

A working lunch will be served from 1215. The partnership Group will immediately follow this Executive Group Meeting within a different room, same venue at 2.00pm

No	Description	Officer
1	Welcome and Introductions	Chair
2	Apologies	Chair
3	To approve the Minutes of the last meeting held on 04 November 2009	Chair
4	Matters arising	Chair
5	Declarations of Interest	Chair
6	Establishment of Derbyshire Sport Charitable Trust	DJ
7	Funding offers from Sport England and Department of Health	DJ
8	Finance Report	DJ
9	Director Report	DJ
10	Derbyshire Sport Staff restructure	DJ

Date of Next Meeting

Wed 08 April 2009 at 9.30 am Godkin House

Contact number: David Joy: 07801 634189



Minutes ref	Previous ref	Date
November 2008	September 2008	4 November 2008
Recorder	Location	
David Joy	Godkin House, Park Road, Ripley	

Minutes of Meeting of Derbyshire Sport Executive Group Meeting

04 November 2008

Godkin House Ripley

Attendance

	Name	Representing	Comments
Cllr Janet	Goodison	Vice Chair of Derbyshire Sport	
Peter	Gordon	Derby College	
John	Hidle	Community Sports Networks	
David	Leatt	Marketing and Communications Advisor	
Richard	Lightbown	Sports Development Officers representative	
Steve	Pintus	Primary Care Trust	
Donald	Rae	Assistant Director Derbyshire County Council, (Social Inclusion, Engagement & Skills)	
John	Raw	Voluntary Sector	
Alan	Royer	NGB Representative	
Steve	Smith	School Sport Partnership representative	
Tim	Spencer	Derbyshire Leisure Officers representative	
ALSO IN ATTENDANCE			
David	Joy	Partnership Director	
Rachel	Weir	Marketing and Communications Officer	
Tom	Crampton	Jog Derbyshire Manager	
Kate	Nelson	Jog Derbyshire Officer	

Matters arising

	Description	Action / Responsibility
1	<p><u>Welcome and Introductions</u> Cllr Janet Goodison welcomed members to the meeting and offered the apologies of the Chair who had a prior commitment which prevented his attendance.</p>	
2	<p><u>Apologies</u> Cllr Clive Moesby Chair, Kay Adkins CSN rep, John Vicars Derby County, Tim Spencer Dlog rep, Andrew Beddow Derby City Council, Russell Turner Sport England</p>	
3	<p><u>Approve Minutes of Last Meeting on 23 September 2008</u> The minutes were approved as a true record</p>	
4	<p><u>Matters Arising</u> There were no matters arising</p>	
5	<p><u>Declarations of Interest</u> David Leatt declared an interest in item 7</p>	
6	<p><u>The development and promotion of Jog Derbyshire</u> Tom Crampton and Kate Nelson presented an update on the design and development of Jog Derbyshire. The first Jog Leaders training had taken place. They confirmed the targets for 3 years and for first 12 months and that they felt these were achievable. General discussion took place about potential new opportunities for promotion including adult education and youth clubs. It was suggested that Institute for Learning registration should be explored. The Executive Group welcomed the update and congratulated the officers on their work to date.</p> <p>Recommendations 2.1 was approved</p>	TC
7	<p><u>Derbyshire sport Re branding</u> Rachel Weir presented the work which has been completed so far on the re-branding of Derbyshire Sport and its programmes. This work has been undertaken to modernise the logo after 4 years of use and also to bring uniformity to a suite of logos which have been developed for different programmes over the past 3 years eg Talented Athlete Fund, Leadership Academy etc</p> <p>The work was welcomed and approved by the Executive Group. They agreed that the logos could be finalised by officers and the new logos used with immediate effect. It was agreed that no additional costs would be incurred in reprinting items and the new logo would sit alongside the old one and introduced on all new materials until such time as it has replaced previous logo.</p> <p>Discussion also took place about an alignment between the Active Derbyshire, Jog Derbyshire and Derbyshire Sport and a forms of words agreed to show links between the 3. This work to be completed in next few weeks.</p> <p>The Executive Group approved the work to date and for this to be completed without further referral to Executive Group.</p> <p>Recommendation 3.1.1 was approved</p>	RW
8	<p><u>Finance Report</u> The Director presented the Financial Report. He confirmed that work had now been completed to identify the source of the surplus and indicated that none of this was Sport England funds.</p> <p>There were no further variations to the budget since the previous meeting.</p>	

	<p>DJ outlined the budgets for 2008/09 09/10 and 2010/11 which projected annual operating deficits and highlighted the requirement to operate within a balance budget as the reserves were being substantially reduced. He proposed that £37000 budget savings should be made in 2008/09 and highlighted potential to make a further £5000 efficiency saving in the year. This would make a positive impact on budgets although still not bring the 2010/11 year end position into surplus. These savings were approved.</p> <p>The Executive Group noted that projected annual expenditure was still greater than projected annual income in each of the next 3 years and that future actions would need to be taken within this financial year to address this position. This was deferred to the February 09 meeting, when future income for the period should have been confirmed.</p> <p>Recommendations 3.1.1 – 3.1.3 were approved</p>	DJ
9	<p><u>Proposals to review the staff structure within Derbyshire Sport</u></p> <p>The Director outlined the current staffing structure and the sources of funding for each of the posts. It was noted that there were 10 core staff with permanent contracts and 10 staff on fixed term posts. He outlined the requirements to make changes to the staffing structure:</p> <ul style="list-style-type: none"> o To reduce the number of reports to the Director o To align the staffing to the needs of the new plans from April 09 o To make savings if these prove necessary from April 09 <p>It was agreed that the task group established to consider financial planning should extend their remit to consider staff changes and report to next meeting of the Executive Group.</p> <p>Recommendations 5.1.1 – 5.1.3 were approved</p>	DJ
10	<p><u>Sport England investment strategy and the implications for Derbyshire Sport</u></p> <p>The Director outlined the timescales for the release of the offer from Sport England relating to funding from April 09 and that the level of funding will almost certainly be £200k and the services required are still in negotiation. This to be finalised by December 2008.</p> <p>He identified other sources of potential contributions to core costs including Dept of Health, but each of these have still to be confirmed. It was likely that the position of each of these would be finalised by February 2009. He presented year end projections for next 3 years, with an assumption of an additional £70k contribution to core costs. This moved the year end position in 2010/11 into surplus, but still did not achieve a balance in annual income and expenditure. It was agreed that further action would still be required if this position had not improved by February 2009.</p> <p>He reported that the staffing review sub group had not met as a group but some initial discussions with group members and Derbyshire County Council had taken place which proposed that staffing changes need to reflect new priorities and that the financial position needed to be clarified first. It was agreed to consider any proposed changes to staff structure in detail at the February 09 meeting and then within the subsequent Partnership Group meeting.</p> <p>Recommendations 5.1.1 -5.1.3 were approved</p>	DJ DJ
11	<p><u>Towards and Excellent Service (TAES)</u></p> <p>The Director updated on the progress of the TAES plan within Derbyshire Sport and the ambition to become recognised as an Excellent Organisation in 2009. He confirmed that an improvement plan had been developed and improvement being managed in 2008/09. He requested support from Executive Group members in 2 ways as outlined in the paper. Group discussion took place round how Exec Group members could become stronger</p>	DJ

	<p>advocates as leaders and about the definition of the Derbyshire Sport community. The following emerged:</p> <p>Exec members as leaders</p> <p>Ensure Exec Members are profiled on web site etc so people know who they are Ensure Exec members fully understand their roles – proper inductions Explore concept of portfolio leads within Exec Group – champions for programmes Simple things like having Derbyshire Sport pins</p> <p>Defining the community</p> <p>The community within Derbyshire Sport is the whole community, but partners responsible for engagement not Derbyshire Sport officers directly Need to systematically gather from partners how they engage with communities and then present it back Need to establish bench marking group Need to complete gap analysis of where the engagement needs further developing</p> <p>Recommendations 6.1.1 -6.1.2 were approved</p>	
12	<p>Directors Report</p> <p>The group considered the Director's report and confirmed that the office extension should proceed Approved the contract with EMDA re 2012 Noted other progress Noted and expressed concern re the position re Amber Valley Leisure Services</p> <p>Recommendations 6.1.1 -6.1.6 were approved</p>	DJ
13	<p>Date of the next Meeting</p> <p>The Date of the next Executive Group meeting will be on 3 February 2009 at 9.30 am at Godkin House, Park Road, Ripley DE5 3EF</p>	

Dates of Derbyshire Sport Executive Group Meetings in 2009			
February	Tuesday	3 February 9.30 am – 12.30 am	Boardroom, Godkin House
April	Wednesday	8 April 9.30 am – 12.30 am	Boardroom, Godkin House
June	Friday	12 June 9.30 – 12.30 am	Boardroom, Godkin House
September	Thursday	10 September 9.30 am – 12.30 am	Boardroom, Godkin House
November	Thursday	19 November 9.30 am – 12.30 am	Boardroom, Godkin House

Establishment of Derbyshire Sport Charitable Trust

Paper presented by: David Joy

1. Derbyshire Sport – charitable status

- 1.1 The Executive and Partnership Groups have previously considered the desirability of establishing a charitable trust associated with Derbyshire Sport and approved this in principle subject to further detailed proposals being presented.
- 1.2 Some further work has now been completed and it is proposed to take detailed proposals to the Partnership Group meeting on 20th February for approval to proceed.

2. What is charitable status and what are the benefits?

- 2.1 Charitable status is a particular type of legal status which has a number of potential benefits, but also some limitations on an organisation's activities.
- 2.2 The biggest benefit to Derbyshire Sport is that charitable status is beneficial to fundraising. Many grant-giving trusts and foundations will only give funding to recognised charities. This would increase the potential for the fund raising officer to bring funds into sport in Derbyshire.
- 2.1 To become a charity an organisation must have purposes which the law sees as exclusively charitable. These are broadly covered by the four heads of charity:
 - 2.1.1 the relief of poverty
 - 2.1.2 the advancement of education
 - 2.1.3 the advancement of religion and
 - 2.1.4 other purposes beneficial to the community.
- 2.2 Many of the requirements of sport in Derbyshire, would fit within these parameters for example; leadership and coach development, volunteer development, reducing antisocial behaviour and crime through sport, improving health and increasing opportunities for disadvantaged groups to access sport and active recreation.

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2.3 The trust will be focussed exclusively on providing support to people and organisations in Derbyshire. The objects of the charitable trust will need to be drafted carefully, but for indicative purposes it is proposed that the objects of the Trust will be broadly in line with the following;

- To support the personal development and education of people through sport
- To encourage the engagement of people in regular active recreation and sport in order to improve their general health and well being
- To use sport to promote citizenship and community development
- To support and develop amateur sports groups within Derbyshire
- To promote equality and diversity in sport in Derbyshire and to encourage a reduction in the inequalities in sports participation

3. How will the charity operate? What will be the entity?

3.1 The Trust will need to operate as an independent organisation at arms length to Derbyshire Sport. The members (Trustees) will need to be different individuals to the Derbyshire Sport Executive/Partnership Group members. The trustees will be accountable for the running of the organisation. The work of the trust will be supported by the paid officers of Derbyshire Sport. Whilst local authority officers and members would not be precluded from being trustees they would have to be in the minority.

3.2 Derbyshire County Council will still be able to hold the funds and provide financial management services for the charity, but they will not be able to be the accountable body for the funds.

3.3 It is proposed that the charity be established as a trust with its own legal entity and that a suitable constitution is developed for consideration in the very near future.

3.4 The name of the Trust will need to be developed. Derbyshire Sport Trust is just a working name and some perceived distance and some links between the two organisations need to be reflected in its title.

3.5 The Trust will be primarily a grant giving body. The officers of Derbyshire Sport and the Fund Raising Officer in particular will work on behalf of the trust to raise the funds which will then be grant aided to suitable organisations or projects. The charity will hold no other assets other than the funds raised.

4 Who will be the trustees and what will be their responsibilities?

4.1 Trustees will meet regularly (probably 4 times per year) to administer the business of the charity. It will be recommended that the Trust starts with 9 Trustees. The make up of the Board of Trustees is proposed below:

- The position of Chair to be advertised and openly recruited on ability and suitability.
- One nominee from the Executive Group of Derbyshire Sport
- One nominee from the Partnership Group of Derbyshire Sport
- One Trustee recruited with involvement in disability sport in Derbyshire
- Three Trustees recruited with involvement in voluntary sports organisations in the county
- Two Trustees recruited with involvement other community sports projects or private sector companies involved in sport/active recreation in some way

4.2 The risks to the Trustees will be small and these risks will be limited through Trustees insurance cover to offset personal liabilities.

4.3 The requirements or person specifications and job descriptions for Trustees have still to be developed in detail. These will be drafted prior to proposals being presented to the next Partnership Group meeting.

4.4 It is proposed that nominations are sought from Executive and Partnership Group as part of the AGM process, as it will take three or four months to establish the Trust. Other Trustees will be recruited in time for the first Trustees meeting in July 2009. It is intended that some funds will have been raised by September/October 2009.

5. Recommendations

5.1 The Executive Group is also invited to approve these principles for the establishment of this Charitable Trust and for this matter to be discussed and agreed at the next meeting of the Partnership Group on 20 February 2009.

5.2 It is recommended that work is then completed as soon as possible and the Trust established without further Executive Group approval

Funding Offers from Sport England and Department of Health 2009 Onwards

Paper presented by: David Joy

Purpose of the paper: To update the Executive Group on the core funding offer from Sport England and the Department of Health for 2009/10 and 2010/2011

1. Introduction

- 1.1 The offer of grant from Sport England for “Core Services” for Derbyshire Sport and the other CSPs has now been received. The offer is confirmed for the next 2 years with a 3rd year in principle, subject to satisfactory performance. The schedule is attached as appendix 1 and a quick analysis of the challenges in delivering this are outlined in paragraph 2 below.
- 1.2 We have also received an offer of “core” funding from Department of Health. This is for £20k in 2008/09 with the possibility of this being increased to £60k per annum for 2009/10 and 2010/11.

2. The implications of the Core Services offer from Sport England 2009/10

- 2.1 The headlines within the Core Services offer and some commentary has been inserted in the table below. “Core Services” is the term given by sport England for the services they expect CSPs to deliver to NGBs and Sport England during the year, in return for £200k.

Services to be delivered	Green Amber Red	Comment
NGB planning	Green	
Signposting and networking NGBs	Green	
Volunteer/club courses	Amber	More capacity required but should become available with developments of county coaching centre and with appointment of asst staff
Coach education course programme	Amber	More capacity required but should become available with

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		developments of county coaching centre and with appointment of asst staff
Providing funding information	Green	
Club database	Amber	Additional resource needs to be targeted to this to bring information up to date
Understanding PESSYP	Green	
BSF Stakeholder groups	Green	
Understand NGB facility requirements in area	Green	
Broker/advise SE lottery awards	Green	
Establish and manage local networks and forums	Green	
Be an advocate for SE and assist SE strategy locally	Green	
Embed SE outcomes within LAAs	Green	
CSP effective governance arrangements	Green	
Manage finances effectively	Green	
Maintain Safeguarding standards as per Sport Unlimited	Amber	Additional resource needs to be targeted to this area

2.2 There are some areas of the Core Services offer which will require some realignment within the CSP as a whole and also within the core staffing in order to bring a new focus to these areas. These are identified as amber in the table above. Where re alignment is required within CSP core staffing this will be considered both within the revised staffing structure proposals and also within the new delivery plan for 2009-2010.

CSP Enhanced Services

2.3 The CSP Enhanced Services detailed on page 5 of Appendix 1, are those which have been identified to date, where additional funding will provided for additional services. Some Sport England programmes which bring with them additional funding are listed here and it is anticipated that some governing bodies will want to “purchase” some additional services from CSPs.

2.4 Sport England is currently negotiating with NGBs collectively and it is probable that there will be an additional award – circa £50k per annum for these additional agreed services, around club and coach development. These matters should become finalised prior to end March 2009.

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2.5 If this does have any implications for our staffing structure it is likely to be around building additional capacity to support club accreditation/club development work. If new funds became available, it is probable that this would involve appointing part time workers to work with clubs in the evening, but this can be considered once the situation becomes clearer.

3. Performance Management Framework

3.1 A performance management framework for this award, which sits alongside the Core Services Offer, is still being developed by Sport England and is due to be finalised in the next 4 weeks. It is unlikely that there will be any requirements within this framework which will cause concern. This will be reported to the next meeting of the Executive Group in April, alongside the new draft Delivery Plan.

4. Capacity Funding from Department of Health

3.1 We have received notification from The Department of Health, that they will be making an award of £20,000 to each CSP for their delivery in 2008/09. The outcomes required for this are presented below:

“We expect this funding to contribute to

- *strengthening the infrastructure for the local delivery of physical activity*
- *supporting the delivery of regional and national physical activity plans*
- *supporting the adoption of social marketing tools and methods in promoting physical activity*
- *targeting of the least active and contributing to the reduction of health inequalities.*
- *supporting the delivery of national initiatives e.g. Healthy Towns, Change4life, Fit for Future, Free Swimming*

The requirements will be based around the deliverables below:

- *to seek engagement of PCTs and other relevant local partners for the delivery of physical activity*
 - *to have an agreed work programme/plan for the funding moving forward, predicated upon future funding for each CSP over the next two financial years, (see new physical activity plan) including an analysis of the local physical activity contribution to the Legacy Action Plan target for 2 million more active people by 2012*
 - *to prepare a budget for allocation of these additional funds and an end of year progress report “*
- 3.2 It is anticipated that this contribution will increase in 2009/10 and 2010/11 to £60k per annum. Discussions are planned within the Derbyshire Physical Activity and

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Health Partnership about how these funds should be allocated. Given the withdrawal of Sport England funding for CSP staffing in this area of work, it is to be proposed that the majority of this is retained each year by Derbyshire Sport, to offset some of the costs of the two members of staff who work primarily within the physical activity/active recreation agenda.

4. Recommendations

4.1 The Executive Group is invited to:

4.1.1 Note and comment on the conditions of the Core Services and Enhanced Services Offer from Sport England

4.1.2 Note and comment on the Capacity Funding from Department of Health.

COUNTY SPORTS PARTNERSHIPS SPECIFICATION FOR CORE SERVICE FUNDING FROM SPORT ENGLAND 2009-2012

Introduction

Core Services

- 1 Sport England remains committed to County Sports Partnerships (CSPs) and has confirmed that they will play a clear role in the creation of a world leading community sport system.
- 2 This specification outlines the common core services to be delivered by all CSPs for NGBs and for Sport England. It also includes Sport England specific programmes where additional funding has been agreed.
- 3 Sport England will make an award of £200k per annum to each of the CSPs for the two financial years 2009-11, with 'in principle' funding of £200k for 2011-12 to be able to operate and deliver this specification, subject to successful application and performance.
- 4 The specific work programmes underpinning the delivery of each service will be agreed between an individual CSP and Sport England.
- 5 This specification will be reviewed annually after operational review and through negotiation and agreement with the County Sports Partnerships National Network (CSPN) and Sport England. CSPs must not charge partners for core services defined in Section 1 of this specification.

Enhanced Services

1. Further services may be available to NGBs, Sport England and other partners through separate negotiation and funding agreements; with appropriate contribution to CSP core costs and overheads.
 - i **Specific delivery for NGBs over and above the core services;**
This will be a contract between individual NGBs and CSPs for direct delivery of sport specific services in support of their 2009-13 Plan e.g. hosting posts on a full cost recovery basis.
 - ii **Specific delivery for other partners;**
This could be a contract or service level agreement between the partner and CSP for specific services e.g. PCTs could purchase services for physical activity delivery.
 - iii **Specific additional services for Sport England**
An area of work could be the delivery of commercially sponsored activity e.g. ASDA negotiated through the CSPN and the whole cost funded by the commercial partner.

The legal status of this specification and management arrangements are defined in the Core Services Award Documentation.

CSP Core Services funded by Sport England

Definition - The core services are a set of agreed services available to all NGBs. There will be a consistency of service, however the format in which they are delivered will vary between CSPs.

Funding – Sport England will provide each CSP with £200k Core Funding per annum to support delivery.

Business Objective	Services delivered consistently through CSPs	Deliverables	Measurement
1.0 Deliver cross-sport services to meet NGB priorities and specific services for Sport England	1.1 Connecting NGBs to the CSP area <ul style="list-style-type: none"> The CSP will gather and analyse detailed information concerning each NGB's priorities for the area e.g. which clubs will be focus clubs, how many within the area, etc. (This will be achieved through headline information provided by Sport England regions and one to one meetings with all NGBs that wish to work in the CSP area, at the request of each NGB). The CSP will signpost and introduce NGBs to key partners e.g. LAs within the area that will help the NGBs deliver their interventions. (The CSP will offer an effective first point of contact for NGBs approaching an area). The CSP will ensure that NGBs have access to groups of partners e.g. SDO networks, chief leisure officers. (The role of the CSP may vary between servicing networks and acting as a signposting agency to local opportunities). 	<ul style="list-style-type: none"> All CSPs will offer a first point of contact to NGBs that wish to work in their area. NGB 2009-13 interventions delivered within the CSP area. 	<ul style="list-style-type: none"> A stakeholder satisfaction survey will assess feedback from NGBs on CSP performance. An area based assessment of the Active People data to indicate the "direction of travel" for NGBs and the CSP partnership in an area.
	1.2 Club, Coach and Volunteer Development: CSPs will support the following areas to ensure alignment to local NGB need: <ul style="list-style-type: none"> Coordinate a programme of courses for clubs, coaches and volunteers to agreed standards. (Assess local need, administer course programme - delegates cover cost of attending). Promotion of local coach and volunteer education opportunities within the CSP area. (Delivery mechanism may vary across CSPs). Identify local funding opportunities that will help clubs, coaches and volunteers to access local education opportunities at reduced cost. (Knowledge of local funding sources to identify cross-sport opportunities). Promote the availability of potential sources of funding and support for club, coach and volunteer development (Communicate knowledge of opportunities to NGBs that wish to work in the CSP area). 	<ul style="list-style-type: none"> An agreed level of support for club, coach and volunteer development across all 46 NGBs that is not specific to one sport, but is applicable to all. 	<ul style="list-style-type: none"> Agreed number of clubs supported to achieve Clubmark standard. Agreed number of NGB coaches receiving effective coach education. Agreed number of volunteers supported, trained and deployed. Agreed amount of defined inward investment achieved.

Business Objective	Services delivered consistently through CSPs	Deliverables	Measurement
	<ul style="list-style-type: none"> Secure funding for club development needs (agreed with NGBs) by providing advice and assistance with the preparation of funding applications. Ensure up to date knowledge of NGB clubs is in place across the CSP area through coordinated work with the NGBs and other partners. (Knowledge of the location of clubs and whether they are accredited). Identify opportunities that exist within the broader non sport volunteer and third sector organisations that support NGB volunteer and club needs. (Identification of opportunities through strategic relationships the CSP has with key local partners and signposting NGBs to these opportunities). 		
	<p>1.3 Children and Young People: CSP will support the following area to ensure alignment to local NGB needs:</p> <ul style="list-style-type: none"> Understanding of PESSYP. 	<ul style="list-style-type: none"> Signposting of the NGBs to local opportunities. 	
	<p>1.4 Facilities CSP will support the following areas to ensure alignment to local NGB needs:</p> <ul style="list-style-type: none"> Ensure that NGB and Sport England requirements are represented to local sport stakeholder groups for Building Schools for the Future (BSF). (This will range from the CSP driving the stakeholder group, to them supporting a local partner to ensure that they have the appropriate knowledge to make the case for NGBs and sport). Provide a mechanism to capture and feed in the NGB facility needs into the BSF planning processes. (In relation to the role outlined in section 1.1 above). Understand NGB facility requirements for the CSP area, (through the SE Regional Office and any facility strategy) and broker support for these through local opportunities for resources where these exist. (In relation to the role outlined in section 1.1 above). 	<ul style="list-style-type: none"> Community Sport and NGB needs are embedded in the BSF Strategy for Change documents. Community use agreements in place. NGB facility needs achieved through BSF projects. 	<ul style="list-style-type: none"> Agreed amount of defined inward investment achieved and facilities provided. Agreed number of sports facilities provided through BSF provided and used for community sport.

Business Objective	Services delivered consistently through CSPs	Deliverables	Measurement
	<p>1.5 Investment</p> <p>CSP will support the following areas to ensure the achievement of NGB and Sport England targets:</p> <ul style="list-style-type: none"> To advise Sport England on the merits and local fit of applications to sport national Lottery funding opportunities e.g. funding rounds and small grants. Inform local projects about potential Sport England National Lottery funding opportunities where they meet with funding requirements. Have knowledge of, and be able to direct partners to, appropriate alternative funding sources to generate additional inward investment into sport. (CSP to be aware of local opportunities for funding that may fit with sport requirements). 	<ul style="list-style-type: none"> Increased levels of investment in community and NGB sport through Sport England and other sources of funding. 	<ul style="list-style-type: none"> Agreed amount of defined inward investment achieved.
<p>2.0 Develop and maintain the strategic alliances and local networks NGBs and SE need to drive delivery and secure resources</p>	<p>2.1 Strategic Influence and Networking</p> <ul style="list-style-type: none"> CSP to ensure there are appropriate local network arrangements in place to support the delivery of Sport England outcomes and NGB 2009-13 targets. As a minimum the following stakeholders need to be engaged; local authorities, school sports partnerships, sports facilities and voluntary sports clubs. CSP to have knowledge of sport and NGB needs within the CSP area. (Linked to role outlined in section 1.0 re NGB need, and also knowledge of, local community sport need). CSP to act as an advocate for Sport England at a local level, with stakeholders who can help deliver Sport England and NGBs' 2009-13 interventions and targets. Ensure that Sport England outcomes and NGB needs are represented at a local level on the local strategic partnerships, or thematic sub groups. Ensure that Sport England outcomes are embedded in the delivery arrangements of local area agreements (LAAs), sustainable community strategies and other appropriate strategies. Support delivery of LAA priorities where they can support the delivery of Sport England outcomes. (CSP role is to align NGB and community sport interventions to support delivery of LAA related plans e.g. NGB grow interventions contributing towards NI8). 	<ul style="list-style-type: none"> Sport England outcomes and NGB needs embedded within local policy frameworks, sustainable community strategies, LAAs and other appropriate strategies. NGBs effectively linked to appropriate local partners. NGB 09-13 interventions supported through identified local opportunities. Contribution to the delivery of Sport England's growth target of 1million more people playing sport by 2012 and a 5% increase in satisfaction with sport. 	<ul style="list-style-type: none"> A stakeholder satisfaction survey will assess feedback from NGBs on CSP performance. Agreed number of LAAs to have sport as a component part.
	<p>2.2 Knowledge Management:</p> <ul style="list-style-type: none"> CSP will hold relevant information for the area regarding local partner plans, priorities and aspirations in order to reflect these as opportunities and issues to the NGBs. (Linked to the role identified in section 1.0). CSP will act as a broker to identify links between local partner plans, priorities and 	<ul style="list-style-type: none"> Delivery of joint working arrangements between NGBs and partners within the CSP area that support achievement of NGB 2009-13 interventions. 	<ul style="list-style-type: none"> A stakeholder satisfaction survey will assess feedback from NGBs on CSP performance.

Business Objective	Services delivered consistently through CSPs	Deliverables	Measurement
	aspirations and NGB priorities for the area to maximise the opportunities for joint working. (Linked to the role outlined in section 1.0).		
3.0 Manage and operate the CSP, ensure sound governance, audit and compliance.	<p>3.1 Operations:</p> <ul style="list-style-type: none"> CSP to have an independent (wider than single partner control) and effective board/decision making processes and agreed governance arrangements. Comply with the Sport England self-assurance/governance system as negotiated and agreed with CSPN. Manage all finances available to the CSP through Sport England in an effective and efficient manner, in accordance with agreed financial management and accounting procedures, including National Lottery funding awards. Maintain agreed standards relating to Safeguarding of Young People as per the requirements of Sport Unlimited. (Any changes to current requirements will be agreed with CSPN). Equality standard – this will need to be reviewed once the national position is confirmed. (CSP delivery requirements will be agreed with CSPN to ensure there is adequate capacity in the network before confirmation of final role). 	<ul style="list-style-type: none"> Effective CSP that operates as a strong sub regional partnership for sport delivering against the outcomes of the core funding specification. 	<ul style="list-style-type: none"> Meet agreed governance measures (in line with those for NGBs).

CSP Enhanced Services

Definition – Further services may be available to NGBs, Sport England and other partners through separate negotiation.

Funding – These services are subject to separate funding agreements, with appropriate contribution to CSP core costs and overheads.

Funder	Services required	Deliverables	Measurement
Sport England	<ul style="list-style-type: none"> Coordinate the delivery of children and young people programmes for Sport England – Sport Unlimited, Volunteering and Leadership and Recruit into Coaching (funding agreed), in order to improve sporting opportunities for young people and support NGBs to engage where appropriate. 	<ul style="list-style-type: none"> Support the delivery of Sport Unlimited as part of the five hour sport offer for children and young people. Increase opportunities for young people as per the individual target set for each CSP. 	<p>Deliver contracted requirements for:</p> <ul style="list-style-type: none"> Sport Unlimited. Volunteering numbers. Recruit into Coaching.

		<ul style="list-style-type: none"> • Targets and outcomes for funded programmes achieved. 	
Individual NGBs	<ul style="list-style-type: none"> • Services to be defined by the NGBs following approval of the 2009-13 submissions. 	<ul style="list-style-type: none"> • To be defined. 	

Finance Report

Paper presented by: David Joy

Purpose of the paper: To present the 2008/2009 management accounts to 21 January 2009, to make projections for year end position 08/09 and consider the budget projections for 2009/10/11/12

1 Management accounts to 21 January 2009

- 1.1 The management accounts are attached as appendix 1. Column 1 shows the budget approved at the start of the year, column 2 the actual income and expenditure to 21 January 2009 and column 3 the anticipated out turn at 31 March 2009. Columns 4 and 5 show draft budgets for 2009/10 and 2010/11 and realistic year end positions for each of these years.
- 1.2 Variances for 2008/09 were drawn to the attention of the Executive Group at the previous meeting and several saving measures agreed. The year end surplus is now projected to be circa £223,486, compared to the original budget of £172,371. There are 4 significant variance to report.
 - 1.2.1 The accounts for 2008/09, show an additional £20,000 income from Department of Health towards the costs of the Physical Activity/Active Recreation work during 2008/09. A decision has still to be taken as to how much of this is to be allocated and this matter is considered in more detail in another paper before this meeting.
 - 1.2.2 The Talented Athlete fund (JW 121) private sector income has been reduced from £13k (budget) to £6k (actual), due to several private sector companies not renewing their contribution. This can be attributed to the economic downturn, but also due to less time being spent in securing private sector funding than in year one. The number of awards offered this year has increased from 76 in year one to 108. Derbyshire Sport will have to meet the shortfall of circa £7k.
 - 1.2.3 The sponsorship income within the Sports Awards (JW123) is also reduced against budget for this year. The planned subsidy by Derbyshire Sport was £7k. The actual costs to Derbyshire Sport will be circa £10600. This will be covered through costs savings in other aspects of the marketing budget within this financial year.

Derbyshire Sport

Executive Board Meeting 20 February 2009

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1.2.4 The governing body income (JW134) is reduced. This income represents the funds received by Derbyshire Sport for 6 sports in the county from Community Investment Fund. The budget figure of £200k per annum was a planning figure. The actual award was circa £250k over 3 years. Some income will be received in this financial year. Income will balance with expenditure on annual basis as Derbyshire Sport is not incurring any costs within this development.

2 Income and Expenditure 2009/10/11/12

2.1 The Department of Health has intimated it is planning to make a £60k per annum contribution to CSPs in 2009/10 and 2010/11. This has still to be confirmed, but confirmation is expected by end of February. Given Sport England has withdrawn core funds for Physical Activity staff and DOH are seeing this as a contribution to capacity in the CSPs, a planning figure of £40k income has been included in core costs for 2009/10 and 2010/11 and included in these accounts (JW100). The Physical Activity and Health Partnership is to debate this matter and this will be considered by Derbyshire Sport again prior to the end of this financial year.

2.2 Sport England are now in the process of discussing with NGBs the extra services they may require from CSPs. It is likely that a further circa £50k may be allocated to CSP capacity from April 2009. This is also uncertain at the moment but will become clearer in next 8 weeks and a planning figure of an additional £30k per annum has been included in these budgets. This is also outlined in more detail in another paper to this Executive Group meeting.

2.3 The inclusion of these planning figures, although not guaranteed at the moment is realistic and this improves the financial picture considerably from the one reported at the last meeting of the Executive Group

Year	Projected Income	Surplus(deficit) Projected in November 08	Surplus(deficit) Projected in January 09
2008/09	£2,689,547	£172k	£222,235
2009/10	£2,263,542	£39k	£147462
2010/11	£2,026,648	£(148k)	£50162

2.4 It has been previously identified that there is a need to increase core income from 2009/10 onwards. Work will continue to identify other income sources which can make a contribution to core costs.

3 Recommendations

3.1 The Executive Group is invited to:

3.1.1 Approve the management accounts to January 2009 and note the year end projection to March 31 2009 and anticipated surplus.

3.1.2 Consider and approve the inclusion of an additional annual £40k from DOH and £30k from Sport England within the budget plans for 2009/10 and 10/11

3.1.3 Note the revised year end projection for 2009/10 and 2010/11

		Budget	Inc/Exp to	Projected	Projected	Projected
		2008/09	21/01/09	year end	2009/2010	2010/2011
		2008/09	21/01/09	08/09	2009/2010	2010/2011
Derbyshire Sport Projected Budget 2008/09						
Brought forward from previous year - JW1	BF	0	0	0	-222,235	-147,462
Brought forward from previous year - JW100	BF	-211,919	-211,919	-211,919		
Contingency - JW1	BF	-50,000	-50,000	CO -50,000	-50,000	-50,000
Dept Health contribution	INC	0	0	-20,000	-40,000	-40,000
Active Sports sport 06/07 (not received in 06/07)	INC	0	0	0	0	0
SE core	INC	-168,500	-84,250	-168,500	-230,000	-230,000
SE capacity	INC	-100,000	-100,000	-100,000	0	0
Active Sports Core 07/08	INC	0	0	0	0	0
PESSCL Core	INC	-30,000	-31,000	-30,000	-30,000	-30,000
Partners	INC	-190,883	-191,815	-190,883	-196,227	-201,132
Management fees and costs recovered	INC	0	0	0	0	0
TOTAL CORE INCOME		-751,302	-668,984	-771,302	-768,462	-698,594
Core Expenditure JW100						
Core Salaries	EXP	349,734	295,837	342,734	339,760	356,748
National Insurance	EXP	27,151	22,994	27,151	26,568	27,896
Superannuation	EXP	61,210	51,365	61,210	59,321	62,287
Relocation Expenses	EXP	3,000	0	0	3,000	3,000
Training - External Courses	EXP	5,000	1,914	3,500	5,000	5,000
Recruitment Costs	EXP	2,000	319	800	2,000	2,000
Office rent	EXP	28,000	28,975	28,975	28,000	29,500
Meeting room costs	EXP	2,500	240	1,000	2,500	2,750
Travel & Subsistence	EXP	22,000	17,334	22,000	22,000	24,000
General Running Costs	EXP	1,300	337	1,300	3,000	3,000
Catering - Food	EXP	2,500	1,412	2,500	2,500	3,000
Printing & Stationery	EXP	1,000	654	1,000	1,000	1,500
Document Storage	EXP	200	705	1,000	0	0
Postages	EXP	200	46	200	0	0
Mobile Telephones	EXP	800	937	1,200	1,500	1,500
Web Design	EXP	1,500	1,610	1,500	1,500	1,500
Computer Eqpt Maintenance	EXP	3,500	1,892	3,500	3,500	4,000
Computer hardware/software purchases	EXP	5,000	4,362	5,000	5,000	5,000
Central Charges Computer	EXP	1,777	192	1,777	2,500	3,000
Insurances	EXP	1,304	0	1,304	1,350	1,500
Grants to Organisations	EXP	0	1,000	0	0	0
DCC finance/HR Support	EXP	4,500	410	4,500	4,500	5,000
Consultants fees	EXP	0	142	0	0	0
Central, Departmental, Technical Support	EXP	4,754	0	4,754	0	0
TOTAL CORE EXPENDITURE		528,930	432,677	516,905	514,499	542,181
Total Core Surplus/deficit	CF	-222,372	-236,307	-254,397	-253,963	-156,413
Facility strategy JW10F						
Income brought fwd	BF	-2,570	-2,570	-2,570	0	0
Income	INC	0	0	0	0	0
TOTAL INCOME		-2,570	-2,570	-2,570	0	0
Expenditure	EXP	2,570	2,570	2,570	0	0
TOTAL EXPENDITURE		2,570	2,570	2,570	0	0
Surplus/deficit	CF	0	0	0	0	0
Sports Networks JW10N						
Income brought fwd	BF	-5,000	-5,000	-5,000	0	0
TOTAL INCOME		-5,000	-5,000	-5,000	0	0
Expenditure	EXP	5,000	5,000	5,000	0	0
TOTAL EXPENDITURE		5,000	5,000	5,000	0	0
Surplus/deficit	CF	0	0	0	0	0
Disability Sport JW10R						
Income carry fwd	BF	-58,600	-58,600	CO -58,600	-43,950	-34,250
Income - DCC Grant	INC	-20,450	-20,450	-20,450	-11,300	-20,000
SE capacity building Income	INC	-33,000	-33,000	-33,000	-33,000	0
TOTAL INCOME		-112,050	-112,050	-112,050	-88,250	-54,250
Salary/staff costs	EXP	35,100	37,749	35,100	39,000	39,000
Expenditure	EXP	33,000	1,381	33,000	15,000	30,000
TOTAL EXPENDITURE		68,100	39,130	68,100	54,000	69,000
Surplus/deficit	CF	-43,950	-72,920	-43,950	-34,250	14,750
Physical Activity JW10S						
Income brought fwd - from JW128	BF	-12,000	-12,000	-12,000	0	0
Income	INC	0	-18,040	0	0	0
TOTAL INCOME		-12,000	-30,040	-12,000	0	0
Expenditure	EXP	12,000	7,800	12,000	2,000	2,000
TOTAL EXPENDITURE		12,000	16,292	12,000	2,000	2,000
Surplus/deficit	CF	0	-13,748	0	2,000	2,000
Communtiy Sports Coaches JW10X						
Income carry fwd	BF	-70,584	-70,584	CO -70,584	-120,584	-26,584
Income received	INC	-270,000	-239,675	-270,000	-200,000	-150,000

TOTAL INCOME		-340,584	-310,259	-340,584	-320,584	-176,584
Expenditure	EXP	220,000	146,959	220,000	294,000	176,583
TOTAL EXPENDITURE		220,000	146,959	220,000	294,000	176,583
Surplus/deficit	CF	-120,584	-163,300	-120,584	-26,584	-1
Coaches and Volunteers JW101						
Income brought fwd	BF	-16,446	-16,446	-16,446	0	0
Sport England Funding	INC	-5,000	-1,699	-5,000	0	0
Income -	INC	0	0	0	0	0
TOTAL INCOME		-21,446	-18,145	-21,446	0	0
Expenditure	EXP	21,446	15,874	21,446	10,000	10,000
TOTAL EXPENDITURE		21,446	-2,271	21,446	10,000	10,000
Surplus/deficit	CF	0	0	0	10,000	10,000
Grants to organisations JW102						
Income brought fwd	BF	-6,000	-6,000	-6,000	0	0
Income -	INC	0	0	0	0	0
TOTAL INCOME		-6,000	-6,000	-6,000	0	0
Sporting Futures	EXP	0	0	0	0	0
Gymnastics post	EXP	3,000	0	3,000	0	0
FE post	EXP	1,500	0	1,500	0	0
Derbyshire Schools Awards	EXP	1,500	0	0	0	0
TOTAL EXPENDITURE		6,000	0	4,500	0	0
Surplus/deficit	CF	0	-6,000	-1,500	0	0
Quality Standards JW103						
Income brought fwd	BF	-2,500	-2,500	-2,500	0	0
Expenditure	EXP	2,500	0	0	2,500	2,500
TOTAL EXPENDITURE		0	-2,500	-2,500	2,500	2,500
Surplus/deficit	CF	0	-2,500	-2,500	2,500	2,500
London 2012 JW104						
Income carry fwd	BF	-15,633	-16,944	-15,633	-5,000	-5,000
EMDA income	INC	-15,000	-15,000	-15,000	-15,000	-15,000
TOTAL INCOME		-30,633	-31,944	-30,633	-20,000	-20,000
Expenditure	EXP	30,633	15,655	25,633	15,000	15,000
TOTAL EXPENDITURE		30,633	-16,289	25,633	15,000	15,000
Surplus/deficit	CF	0	0	-5,000	-5,000	-5,000
Active Sports Basketball JW111						
Income brought fwd	BF	-80	-80	-80	0	0
Income	INC	0	0	0	0	0
TOTAL INCOME		-80	-80	-80	0	0
Expenditure	EXP	80	17	80	0	0
TOTAL EXPENDITURE		80	-63	80	0	0
Surplus/deficit	CF	0	0	0	0	0
SF Hockey Programme JW116						
Income brought fwd	BF	-44,249	-44,249	-44,249	0	0
Income	INC	0	0	0	0	0
TOTAL INCOME		-44,249	-44,249	-44,249	0	0
Expenditure	EXP	44,249	44,249	44,249	0	0
TOTAL EXPENDITURE		44,249	44,249	44,249	0	0
Surplus/deficit	CF	0	0	0	0	0
Competition JW117						
Income brought fwd	BF	-5,000	-5,000	-5,000	0	0
Income -	INC	0	0	0	0	0
TOTAL INCOME		-5,000	-5,000	-5,000	0	0
Expenditure	EXP	5,000	2,462	4,000	0	0
TOTAL EXPENDITURE		5,000	2,462	4,000	0	0
Surplus/deficit	CF	0.00	-2538.00	-1000.00	0.00	0.00
PESSCL Programme / 5hr offer JW118						
Income carry fwd	BF	-69,254	-69,254	-69,254	-27,150	-27,150
YST income 2007/08	INC	-20,000	-11,975	-20,000	0	0
Other income	INC	0	0	0	0	0
TOTAL INCOME		-89,254	-81,229	-89,254	-27,150	-27,150
Expenditure	EXP	89,254	42,104	62,104	0	0
TOTAL EXPENDITURE		89,254	-39,125	62,104	0	0
Surplus/deficit	CF	0	-42,104	-27,150	-27,150	-27,150
Events Strategy JW119						
Income carry fwd	BF	-3,300	-3,300	-3,300	0	0
TOTAL INCOME		-3,300	-3,300	-3,300	0	0
Expenditure	EXP	3,300	3,300	3,300	0	0
TOTAL EXPENDITURE		3,300	3,300	3,300	0	0
Surplus/deficit	CF	0	0	0	0	0
Marketing JW120						
Income brought fwd	BF	-22,000	-22,000	-22,000	0	0
Income	INC	0	-6,113	0	0	0

TOTAL INCOME		-22,000	-28,113	-22,000	0	0
General promotion costs	EXP	12,000	15,495	12,000	15,000	15,000
Web site development	EXP	10,000	0	10,000	5,000	5,000
TOTAL EXPENDITURE		22,000	15,495	22,000	20,000	20,000
Surplus/deficit	CF	0	-12,618	0	20,000	20,000
Talented Athlete Fund JW121						
Income carry fwd	BF	-9,443	-9,443	-9,443	0	0
Income	INC	-32,000	-13,665	-23,000	-32,000	-32,000
TOTAL INCOME		-41,443	-23,108	-32,443	-32,000	-32,000
Expenditure	EXP	40,000	14,019	40,000	32,000	32,000
TOTAL EXPENDITURE		40,000	14,019	40,000	32,000	32,000
Surplus/deficit	CF	-1,443	-9,089	7,557	0	0
Competition Managers JW122						
Income carry fwd	BF	1,116	1,116	1,116	-24,092	-47,460
Income	INC	-206,000	-195,996	-206,000	-210,000	-210,000
TOTAL INCOME		-204,884	-194,880	-204,884	-234,092	-257,460
Salary/staff costs	EXP	180,792	139,882	180,792	186,632	186,632
Expenditure	EXP	0	7,787	0	0	70,828
TOTAL EXPENDITURE		180,792	147,669	180,792	186,632	257,460
Surplus/deficit	CF	-24,092	-47,211	-24,092	-47,460	0
Sports Awards JW123						
Income carry fwd	BF	-7,000	-7,000	-7,000	0	0
Event income	INC	-9,000	-6,600	-6,600	-12,000	-12,000
TOTAL INCOME		-16,000	-13,600	-13,600	-12,000	-12,000
Event costs	EXP	16,000	17,254	17,254	16,000	16,000
TOTAL EXPENDITURE		16,000	17,254	17,254	16,000	16,000
Surplus/deficit	CF	0	3,654	3,654	4,000	4,000
Conferences and events JW124						
Income December Conference	INC	0	0	0	0	0
TOTAL INCOME		0	0	0	0	0
Expenditure Dec Conference	EXP	0	0	0	3,000	3,000
TOTAL EXPENDITURE		0	0	0	3,000	3,000
Surplus/deficit	CF	0	0	0	3,000	3,000
IFI JW127						
Income c/f 07/08	BF	4,947	4,947	4,947	0	0
SE Income - 08/09	INC	-14,554	0	-14,554	0	0
IFI income	INC	-2,625	0	-2,625	0	0
TOTAL INCOME		-12,232	4,947	-12,232	0	0
Expenditure	EXP	12,232	20,186	12,232	0	0
TOTAL EXPENDITURE		12,232	20,186	12,232	0	0
Surplus/deficit	CF	0	25,133	0	0	0
Active Derbyshire JW128						
Income carry fwd (less transfers to JW10S & JW136)	BF	-59,050	-59,050	-59,050	-24,050	-24,050
Income	INC	0	-8,750	0	0	0
TOTAL INCOME		-59,050	-67,800	-59,050	-24,050	-24,050
Expenditure	EXP	59,050	23,518	35,000	0	0
TOTAL EXPENDITURE		59,050	23,518	35,000	0	0
Surplus/deficit	CF	0	-44,282	-24,050	-24,050	-24,050
Buddies Pilot JW129						
Income carry fwd	BF	-1,696	-1,696	-1,696	0	0
Income	INC	0	-1,146	0	0	0
TOTAL INCOME		-1,696	-2,842	-1,696	0	0
Expenditure	EXP	1,696	693	1,696	0	0
TOTAL EXPENDITURE		1,696	693	1,696	0	0
Surplus/deficit	CF	0	-2,149	0	0	0
Jog Derbyshire JW130						
Income carry fwd	BF	-67,800	-67,800	-67,800	-118,200	-88,200
Income	INC	-150,400	-35,000	-150,400	-100,000	-100,000
TOTAL INCOME		-218,200	-102,800	-218,200	-218,200	-188,200
Expenditure	EXP	100,000	43,513	100,000	130,000	188,200
TOTAL EXPENDITURE		100,000	43,513	100,000	130,000	188,200
Surplus/deficit	CF	-118,200	-59,287	-118,200	-88,200	0
5 Hour Offer JW131						
Income Brought fwd	BF	-30,000	-30,000	-30,000	0	0
Income	INC	0	0	0	0	0
Sport England income fwd	INC	-282,000	0	-282,000	-220,000	-220,000
TOTAL INCOME		-312,000	-30,000	-312,000	-220,000	-220,000
Expenditure	EXP	312,000	16,474	312,000	220,000	220,000
TOTAL EXPENDITURE		312,000	16,474	312,000	220,000	220,000
Surplus/deficit	CF	0	-13,526	0	0	0
Sponsorship JW132						
Income	INC	-30,000	-14,494	-15,000	-80,000	-80,000

TOTAL INCOME		-30,000	-14,494	-15,000	-80,000	-80,000
Expenditure	EXP	30,000	7,414	15,000	80,000	80,000
TOTAL EXPENDITURE		30,000	7,414	15,000	80,000	80,000
Surplus/deficit	CF	0	-7,080	0	0	0
Workforce Development JW133						
Income Sport England	INC	-14,000	-14,000	-14,000	-22,075	-22,075
Income	INC	-16,075	-12,302	-16,075	0	0
TOTAL INCOME		-30,075	-26,302	-30,075	-22,075	-22,075
Expenditure	EXP	30,075	2,284	8,000	0	0
TOTAL EXPENDITURE		30,075	2,284	8,000	0	0
Surplus/deficit	CF	0	-24,018	-22,075	-22,075	-22,075
Governing Bodies JW134						
Income	INC	-200,000	-6,000	-70,000	-70,000	-70,000
TOTAL INCOME		-200,000	-6,000	-70,000	-70,000	-70,000
Expenditure	EXP	200,000	53	70,000	70,000	70,000
TOTAL EXPENDITURE		200,000	53	70,000	70,000	70,000
Surplus/deficit	CF	0	-5,947	0	0	0
Playground To Podium JW135						
Income	INC	0	0	0	0	0
TOTAL INCOME		0	0	0	0	0
Expenditure	EXP	0	0	0	0	0
TOTAL EXPENDITURE		0	0	0	0	0
Surplus/deficit	CF	0	0	0	0	0
SF GP Referral Project JW136						
Income Brought fwd (from JW128)	BF	-76,000	-76,000	CO	-76,000	-46,000
Income	INC		-37,500		0	0
TOTAL INCOME		-76,000	-113,500	-76,000	-76,000	-46,000
Expenditure	EXP	0	0	0	30,000	30,000
TOTAL EXPENDITURE		0	0	0	30,000	30,000
Surplus/deficit	CF	-76,000	-113,500	-76,000	-46,000	-16,000
Fund Raising Officer JW137						
	BF	-15,000	-15,000		0	0
Income	INC	-25,000	0	-25,000	-25,000	-40,000
TOTAL INCOME		-40,000	0	-40,000	-25,000	-40,000
Expenditure	EXP	40,000	0	40,000	40,000	40,000
TOTAL EXPENDITURE		40,000	0	40,000	40,000	40,000
Surplus/deficit	CF	0	0	0	15,000	0
Summary Report						
Total brought fwd from previous year	BF	-855,060	-856,372		-855,060	-711,261
Income	INC	-183,448	-1,098,470		-169,808	-152,662
Total income		-268,954	-1,954,842		-255,314	-223,783
Total Expenditure	EXP	208,290	1,066,369		184,386	171,963
Total Surplus/deficit	CF	-60,664	-849,337		-70,928	-51,823
Committed funds	CO	-434,269	-434,269	CO	-487,051	-370,769
Uncommitted funds carry fwd		-172,371	-415,068		-222,235	-147,462

Directors Report

Paper presented by: David Joy

Purpose of the paper: To present an update on the activities of the Director and other officers during the period November 2008 to end January 2009

1. Sad News

1.1 It is with regret that I must draw to the attention of the Executive Group, that Wilf Newton passed away recently. Wilf was formerly the Leisure Officer for North East Derbyshire and a strong supporter of sport in the county. He took early retirement just over a year ago and died in January after a short illness

2. Staffing

1.1 Rachel Scott took up her position as the Funding Officer on 17 November 2008 and has been busy in developing several applications including:

- £10k sports match with Derventio Excel swim squad
- £400k application with Sporting Futures
- £5k application for competition managers web site
- £25k for disability sports groups in the county
- £15k Amber Valley Choosing Health application

1.2 In addition she has been involved in work in the following areas

- leading the work to establish the Charitable Trust,
- becoming familiar with the new Sport England Lottery Funds so as to help prepare partners to make appropriate applications after 01 April
- Develop a funding advice workshop for partners

1.3 Six Grants and Funding workshops have been arranged already – 2 for Derbyshire FA, 2 for Derbyshire Cricket, 1 for Erewash Borough Council and 1 for Derbyshire Dales District Council.

2. Governing body staffing

2.1 The 5 governing body officer posts have now been submitted to Derbyshire County Council for grading and approval to appoint. It is anticipated that adverts will be able to be placed by end of February.

- Gymnastics development officer – full time
- Cricket development officer full time
- Cycling development officer – full time
- Swimming development officer 3 ½ days week
- Golf Development Manager 3 days week
- Boxing development officer – 2 ½ days week

3. Coaching Derbyshire

3.1 Work has begun and is in the very early stages to explore a partnership with Derby College to create of a county coaching centre. The college is looking to establish a new level 3 qualification in coaching and will appoint new staff to deliver this. The opportunity to base some of the coaching functions currently delivered through Derbyshire Sport within a coaching centre is to be explored – Coaching Derbyshire. Key aspects of the work in the centre would include:

- Creation of a coach database of those coaches working in “managed programmes”
- Needs led CPD opportunities being identified
- Administration of the coach bursary scheme
- Administration of the Coach Mark scheme
- Co ordination of coach education and volunteer courses across the county

3.2 A hub and spoke model is anticipated which would involve other centres around the county. Early discussion with Derby City and other local authority partners is planned in the next stage of development

3.3 Sport England has approved a lottery application at stage 1 for £100k over 3 years, to support this development.

3.4 Detailed proposals will be brought back to the Executive Group meeting in April, but approval is sought within this paper to proceed with these discussions.

4. Jog Derbyshire Update

4.1 The development of Jog Derbyshire is gathering pace. There have been 3 Jog Leader training courses with over 50 leaders now trained. It is anticipated that 20 groups will be operational prior to the end of March 09. There are

some logistical problems to be resolved, but non too serious. A meeting is planned with the CEO of England Athletics in February to determine how they might support the programme better and in line with the original agreement.

5. New web site

- 5.1 The new Derbyshire Sport web site was launched on 27 January. It is much improved in so many ways and Executive Group members are invited to take a look at their next convenience www.derbyshiresport.co.uk.
- 5.2 A substantial amount of work is taking place on the Active Derbyshire and Jog Derbyshire web sites and these will also be re launched in the next 8 weeks.

6. Sport and Community Safety

- 6.1 Sporting Futures has taken great strides in its work to reposition its work in sport and community safety. It is proposed that Sporting Futures be invited to make a presentation to the next meeting of the group in February and that there is a focus on sport and community safety within this session.
- 6.2 Derbyshire County Council Community Safety Team has invited Derbyshire Sport to develop some proposals about how sport can be more appropriately offered to children in care, those most at risk of re offending and girls at risk of offending. Clearly any programmes or developments will need to link to existing work and steps will be taken to begin this design work in the next 6 weeks and reported back to Executive Group within the next meeting.

7. Amber Valley Sports Development/Leisure Team

- 7.1 At the last meeting of the Group it was reported that Amber Valley Borough Council intended to cut all of its Sports Development Services within cost saving measures. After a number of very helpful interventions from Sport England, GOEM and partners in Derbyshire, this decision was reviewed and a strategic manager, facilities manager and sports development officer retained in the new service. Whilst the reduction in the service s regrettable, the retention of these staff will be sufficient to ensure partners can work with the council to develop sport and active recreation and the council will be able to maintain some proactive programmes to increase participation.
- 7.2 It should be noted that there has been dialogue with other councils who are facing financial challenges, within the past 2 months and the need highlight the value and the importance of the investment councils make in sport and active recreation has rarely been more important than at this time.

8. Free swimming

8.1 There has been a substantial piece of work ongoing to co ordinate the work of the partners in the county, involved in the Free Swimming Scheme. A county wide Free Swimming card will be used by those eligible for free swimming. This is compatible with the XN computerised booking system in place in the vast majority of the pools. This will ensure that excellent data is collected about who is swimming and how often. This will in turn inform the marketing of the scheme and allow marketing to be targeted towards those who are not participating.

8.2 The collaboration between partners has been excellent and Paul Chambers within Derbyshire Sport has managed this very effectively. The comment received from one leisure officer is shown below:

"Thanks appreciated.

You have done a really good job on this, demonstrates how Derbyshire Sport can have significant value where Districts struggle with resources"

8.3 It is proposed to make a presentation on the Free Swimming initiative at the next meeting of the Partnership Group on 20 February.

9. Customer satisfaction survey

9.1 The Customer Satisfaction Survey trialled last year has just been repeated. 97 responses have been received. The same survey has been repeated in each of the other CSPs in the East Midlands and this will allow for some bench marking to take place. It is proposed to present the findings to the next meeting of the Partnership Group.

10. Talented Athlete Fund

10.1 108 athletes have been included in the Talented Athlete Fund this year. The programme is to be launched at the University of Derby on evening of 11 March.

11. Plans for Sport, Active Recreation and Physical Activity

11.1 Further to previous discussions, work is continuing to produce consultation drafts of the Derbyshire Plan for Sport and Active Recreation 2009-2012 and the Derbyshire Physical Activity Plan 2009-2012.

11.2 Both plans are now at consultation draft stage having been developed through several consultation group discussions.

Physical Activity Plan

- 11.3 The purpose of this plan is to encourage and enable the residents of Derbyshire to live more active lives to the extent that it has a positive benefit on their health.
- 11.4 It is the intention that this plan will provide a framework for partners to follow, so that the contributions of the diverse range of partners, working on this agenda, are coordinated and thus have maximum impact.
- 11.5 This will provide a framework for partners working in the Derbyshire County Council area. Partners in Derby City are currently developing an action plan for residents of the City which will compliment but be distinctive from this plan.
- 11.6 The plan currently has 8 strategic, with aims and actions proposed under each goal. The 8 overarching goals are:
- Increase by 1% per year the percentage of the adult population who participate in sport or active recreation for at least 30 minutes on 3 or more times per week. (Derbyshire Local Area Agreement National Indicator 8).
 - Develop and promote consistent messages and terminology about physical activity, sport, active recreation and active living in the county.
 - Work to reduce the inequalities that exist in the participation levels of members of under represented communities in the county.
 - Encourage all young people 5-19 in Derbyshire to do 60 minutes of at least moderate intensity physical activity, daily.
 - Reduce the drop off that occurs in young people's physical activity levels when they leave full-time education.
 - Capitalise on the opportunities provided by the natural and built resources in the county to raise adult and children's participation levels.
 - Support the work of the voluntary sector and increase the number of young people and adults who regularly offer their time to support active recreation in the county.
 - Manage and develop the Active Derbyshire Partnership to deliver the actions in this plan.
- 11.7 The Department of Health is soon to release a national physical activity plan (11th February 2009). Once released, this plan will be considered and where required, changes will be made to the Active Derbyshire plan to reflect national priorities that are relevant in Derbyshire.
- 11.8 The draft Active Derbyshire plan will be out for consultation from the beginning of February for 12 weeks. It will be available to view and download on the new Derbyshire Sport website and the Active Derbyshire website

11.9 The Plan for Sport is running through a parallel process. Consultation and production timescales will be similar.

12. Recommendations

12.1 Executive Group Members are invited to;

12.1.1 Comment on the concept of the Coaching Derbyshire partnership with Derby College

12.1.2 Note and comment on the other developments