

## DEVELOPMENT STRATEGY COMMITTEE

### MEETING AGENDA & MINUTES

	Initial	Wed 08 Mar 2017	Tue 23 May 2017	Mon 21 Aug 2017	Wed 01 Nov 2017
MEETING NUMBER		53	54	55	56
TIME		18:00 – 20:00	18:00 – 20:00	18:00 – 20:00	18:00 – 20:00
LOCATION		W1T 4QJ	TBC	TBC	TBC
MEETING TYPE		REVIEW	REVIEW	REVIEW	REVIEW
Cate Atwater - DSC Chair	<b>CA</b>	Yes	Yes		
Chris Greenhalgh - BSUK Board	<b>CGr</b>	Apologies	Yes		
John Walmsley - BSUK Board	<b>JW</b>	Apologies	Apologies		
Gerry Perez – BBF	<b>GP</b>	Apologies	Apologies		
Liam Carroll - BBF	<b>LC</b>	Yes	Yes		
Steve Getraer - BSF	<b>SG</b>	Yes	Apologies		
John Boyd - BSUK	<b>JB</b>	Yes	Apologies		
Jenny Fromer - BSUK	<b>JF</b>	Yes	N/A		
Chris Rawlings - BSUK	<b>CR</b>	Yes	Yes		
Will Lintern - BSUK	<b>WL</b>	Apologies	N/A		
Jason Holowaty	<b>JH</b>	Apologies	Yes		
Patrick Knock - BSUK	<b>PK</b>		Yes		
Leah Holmes - BSUK	<b>LH</b>		Apologies		
Minutes		CR	PK		

Meeting commenced: 18:05

Meeting concluded: 20:15

## MEETING – 23 MAY 2017

### 54.1 Attendees, Apologies and Introductions

a. **Welcome**

CG welcomed Patrick Knock (PK) to the DSC. CR advised that Leah Holmes (LH) will be joining the DSC as secretariat.

b. **Apologies**

Apologies for the meeting were received from John Boyd, John Walmsley, Gerry Perez, Steve Getraer and Leah Holmes.

### 54.2 Minutes from Last Meeting

c. **Matters Arising and Carried Over from Last Meeting**

Ref agenda item 53.2 from previous meeting, LC mentioned that Northern baseball teams seem to be happy with their structure and are playing each week. Nothing further to update since last meeting. CR also noted the same applies in the South West.

CR updated that Sport England funding has been approved, however the money has not yet been received. Discussions are ongoing about targets and timescales/structure of funding.

LC clarified that he is keen to pick up and develop the indoor baseball concept, although he has not had any discussions with Luis Arreivillagas (LA) in the North West about this and is waiting to know if it's still something he can help with.

LC commented that it is a potential risk to not have somebody with baseball expertise on BSUK staff. There already exists a perception that BSUK focus more on softball than baseball and so this risk should be considered. Group noted that this would be picked up during the Risk Register item later in the meeting.

d. **Items for Any Other Business:**

None declared by those present.

### 54.3 Terms of Reference

CA had drafted a re-write of the Terms of Reference (TOR) and had circulated to members prior to the meeting. CA invited feedback.

LC thought overall that the TOR were reflective and accurate of the DSC. Referring to advisory panels and their link to the group, LC expressed that they seem a good idea but without having great experience of them it is hard to tell their exact worth.

CR agreed that advisory panels could be beneficial and that he expects to use them for the main work areas in Development, for example; LGBT, leisure,

women and girl's participation, disability, schools work. They will be used to shape ideas and drive forward development work between formal DSC meetings.

Everyone agreed that they were a good idea. They should be seen as flexible and can be used on a more 'ad-hoc' basis when required.

LC reiterated that BSUK shouldn't be too vague and inconsistent with panels and explained that people want to know how they can get involved and feed in their thoughts and experience.

It was noted by the group that a communication about BSUK's new structure and focus areas of work needs to go out to the community.

CA suggested a small wording amend to the purpose of the DSC, so that it now reads 'DSC role is to shape steer and review'. Everyone agreed to this amendment.

CR noted that the BSUK CEO will not be attending all of the DSC meetings now and will instead sit in on meetings as and when necessary.

#### **54.4 Risk Register**

CA stated the importance of the Risk Register and having had it as an item carried forward, it was now time to fully discuss and suggest any amendments. CA thanked CR for looking over and inputting into the process of creating the Register.

CR gave clarity on the definitions of residual risk and inherent risk.

Group agreed that Mitigations could be added for the following:

No. 1

- Development Managers are close to the community and have good relationships.
- Advisory panels can bring BSUK closer to the community.
- Changed rating to 2-3.

No. 2

- CA suggested rating could be higher if there are further delays with the northern facility. CR will speak with Rosie Benson from Sport England about this and all agreed rating should stay as is until CR can update from his discussions with Rosie.

No. 3

- CR explained new Sport England targets and that there will now be a dashboard and indicators which will apply to all NGBs as they report against

funding. The indicators include for example board governance, and participation measures.

No. 4

- It was noted by all that there is a bigger implication now if someone leaves BSUK particularly if they have baseball expertise.

No. 5

- There should be a change to the rating.

No. 6

- CA suggested that relationship management is important with certain royal parks partners. The idea was raised to offer Hit the Pitch Softball Days to organisations like Benugo, Royal Parks.

- LC reaffirmed the importance of BSUK's vision of 'Played in Every Park' in securing a long-term security in the royal parks.

No. 7

- The control/mitigation for this risk is the introduction of advisory panels. Everyone was satisfied with this rating.

No. 8

- CR stated that the Master Teams List (MTL) has been a robust monitoring tool for measuring our participation numbers and growth. CR is currently in discussions with Sport England about what sort of measurement tool will be required for the new dashboard and how it links to the MTL.

No. 9

- All agreed that no changes needed to be made.

#### **54.5 Good Practice Example – Junior Participation**

PK gave a summary of Brighton Baseball Club's successful youth programme and the support BSUK provided in this development. This detailed how the club set up the programme and the development support, funding signposting and coach education grants that BSUK helped secure.

LC praised this work and highlighted the importance of ensuring BSUK produces and communicates a clear offer for club development support so that positive development projects and programmes like this can be replicated by other baseball clubs who want to develop.

#### **54.6 How Are We Doing Report – Quarter 16.**

CR gave an overview of the How are We Doing Report which shows positive figures, having reached and surpassed the Sport England targets. Total numbers are just over 24,000 players. Progress against agreed targets was as follows:

1) 4,225 players in the 4-year period. Total was now 7,594 players.

2) Cumulative target of 23,565 players by March 2017. Total was now 24,207

3) Internal stretch target of 24,500 by March 2017. Total was now 24,207 players.

CA congratulated BSUK and CR noted and praised the whole staff team for their efforts an input in achieving this.

#### **54.7 BSUK New Focus Areas**

CR handed out one page overview document of BSUK's development focus areas.

CR explained that Hit the Pitch and commercial revenue generation has become significantly more prominent. This means a change in mind set from purely growth to growth but also with an increased need to generate revenue form the work that we do and the services we offer.

JH gave a summary of progress on Hit the Pitch sales and other commercial strands being explored such as sponsorship and events.

PK added that it is crucial that BSUK begin to get into the 'business world' and become more familiar with routes to market and approaches that can be made with partners.

CA raised the question as to how the Board and friends of BSUK can help in generating more HtP sales.

CR and PK mentioned that BSUK will also aim to bring in more money through external funding pots, some of which will be larger national ones, and others more localised.

CG expressed that the focus should be one areas of work that BSUK know they can do well, like women's and girl's funded projects. CG also supported the plans to target local funding grants.

CR stated that it is important to weigh up the new ways of working so that an appropriate target is set and the balance is right between HtP revenue and the maintenance and growth of the playing numbers we currently have.

#### **54.8 LGBT Advisory Panel & Advisory Panels in relation to the DSC.**

CR first gave a short summary about the LGBT tournament that ran in Manchester. It was a successful event and several teams travelled a long distance to take part.

CR briefed the group on the recent first LGBT advisory panel which took place in London. The first one was used mainly to discuss what the role of the group is, membership and to share ideas and recommendations. It was agreed by the panel that decisions can be made but that these would be infrequent, thereby

making the panels more a forum for steering BSUK in this work area. CR explained that there is a space on the panel for baseball representation.

The group agreed that panels can be flexible and short-term. They are likely to be linked to participation areas.

At this point CR set out the national areas of work and the development staff members who will each take on one of these areas of work as a national lead, working closely with CR.

The idea was put forward by the group that a member of the DSC could join a given advisory panel so long as this would not overstretch that individual's time. All agreed that this could be a case by case approach.

CR mentioned that he will know more in the next two months, which advisory panels may be needed and therefore what sort of membership will be needed for them.

## **54.9 DSC Membership**

### **54.10 Actions List**

### **54.11 Any Other Business:**

No AOB.

**Date of next meeting:** Monday 21<sup>st</sup> August 2017