

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		WIT 4QJ	TBC	SE1 4YB	SE1 4YB
MEETING TYPE		REVIEW	REVIEW	REVIEW	REVIEW
Cate Atwater - DSC Chair	CA	Yes	Yes	Yes	
Chris Greenhalgh - BSUK Board	CG	Apologies	Yes	Yes - ①	
John Walmsley - BSUK Board	JW	Apologies	Apologies	N/A	
Gerry Perez – BBF	GP	Apologies	Apologies	Yes - ①	
Liam Carroll - BBF	LC	Yes	Yes	Yes	
Steve Getraer - BSF	SG	Yes	Apologies	Apologies	
John Boyd - BSUK	JB	Yes	Apologies	Apologies	
Jenny Fromer - BSF	JF	Yes	N/A	Yes	
Chris Rawlings - BSUK	CR	Yes	Yes	Yes	
Will Lintern - BSUK	WL	Apologies	N/A	N/A	N/A
Jason Holowaty	JH	Apologies	Yes - ①	Yes	
Patrick Knock - BSUK	PK		Yes	N/A	N/A
Leah Holmes - BSUK	LH		Apologies	Yes	
Cody Cain – BSUK Board	CC			Yes - ①	
Minutes		CR	PK	LH	

Meeting commenced: 18.05

Meeting concluded: 19.50

MEETING – 21 AUGUST 2017

55.1 Attendees, Apologies and Introductions

a. **Welcome**

CA welcomed LH to the Development Strategy Committee (DSC) meeting in her role as secretariat. CR welcomed the committee members to BSUK's new offices.

Welcome

Apologies were received from Steve Getraer (JF attending in his place) and JB.

55.2 Minutes from Last Meeting

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

Item 54.2 - LC confirmed he is now in touch with Bristol Baseball Club. Discussions were picked up regarding baseball expertise within BaseballSoftballUK (BSUK) being affected by recent loss of staff, however it was highlighted that there is still baseball knowledge within the organisation, with Luis Arrevillagas, JB & JH used as examples. To support this area, it was felt an external advisory group could help, like the work the LGBT advisory panel does but focusing on baseball.

Item 54.3.1 - CR confirmed communication on the BSUK staff restructure has been shared on Facebook through the 'Baseball Clubhouse' group. There will also be a new newsletter going out to all clubs and leagues which will also include this update. CA's action to redraft TOR had been completed and gone to board but has been paused for the time being whilst the governance requirements are addressed.

Item 54.4 - Risk Register to be covered in later agenda point.

Item 54.5 - CR shared that a fourth club has now been engaged with Clubmark and the programme will also become a key focus in the new newsletter.

Item 54.7.1 - CR has asked board members for potential Hit the Pitch (HtP) contacts but has not received any to date. CA confirmed she has a contact for TFL which she will share. CC suggested appealing to clubs for contacts, CR confirmed this has already been done through Point Person relationships but nothing has gone out centrally. CA's action on HtP revenue is with JB currently but has been delayed by holidays.

Item 54.8 - LC has followed up with the BBF board regarding LGBT panel representation and requested a copy of an advert to support their promotion. CR confirmed there is an advert on the BSUK website they can utilise once updated.

Item 54.9 - CA's action to be covered in measures agenda item.

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

None. Minutes accepted.

55.3 Risk Register

CA confirmed that the DSC Risk Register has been completed and the document is available on the Intranet. The document was accepted by all except GP who is unable to access the Intranet so requested an email copy.

55.4 Good Practice Example – Junior Club Development Programme

CR explained this agenda item would focus on the BSUK HtP Junior Programme that has recently been launched. The programme essentially combines elements of the HtP and Little League programmes and offers a range of support and resources to clubs or leagues looking to start or develop their junior sections. The programme includes insurance, website provision, marketing resources and an equipment loan, with the cost to clubs spread across three years. BSUK is currently collecting expressions of interest from clubs allowing for further conversations to be held over the winter, with a view to delivery beginning in Spring 2018.

LC expressed a desire for details on new programmes like this to be communicated with the BBF prior to publication to allow input from relevant federation staff. This view was shared by GP who felt this was a common theme with BSUK programme communication. CR highlighted that the package is a work in progress and feedback or suggested amendments are welcome and can still be made. JF felt that the BSF was unlikely to have a huge amount of feedback on the programme and believes that the DSC is a good forum for discussions. CA suggested an annual development plan detailing potential future programmes would help ensure they can be incorporated into relevant future DSC agendas.

GP questioned whether unaffiliated clubs are eligible for the programme as he had fed back previously to JB that the BBF's preference would be for it to be aimed at affiliated clubs. CR explained that insurance was a big part of the offer and that it is very much open to all in order not to exclude new clubs or participation groups.

CR explained that the process for interested parties is to submit an expression of interest, this will then be passed on to the relevant DMs who will have conversations with clubs to establish their plans and motivations. This will be followed up with a formalised process and creation of an SLA.

GP suggested a good BBF contact to share and develop the project with would be Mike Holme who has previously established the BBF Youth Super League. CR

felt that similarly to the feedback on BSUK communication, it would be useful for this information to have been shared with BSUK.

55.5 Development Update

CR shared further detail of the Development departments restructure. There is now one Head of Development (CR) and each of the Development Managers has taken responsibility to support CR in leading on a development work area in addition to their regional responsibilities. These remits consist of:

- Talent (Jo Malisani)
- Little League (Jo Malisani)
- Clubs & Leagues (Liz Knight)
- Coaching (LH)
- Facilities (Luis Arrevillagas)
- Participation (Patrick Knock)

LC asked how school games are currently linked to clubs/potential exit routes and how the academy could potentially utilise the competitions for scouting, recruitment and raising their profile. The response was that currently the competitions are linked to local clubs where there is one or if there are none in the geographic area they are generally driven by the respective BSUK Development Manager. Academy is an area that has not been linked to the games yet so it was agreed this would be a good idea in future years.

LC expressed an interest in a conversation on the BSUK Coach Summit and could have some potential leads for key note speakers.

LC shared that he is currently in discussions with Luke Stott regarding bringing together a University GB team.

CA requested a discussion on how the key topics match up against the expertise of the DSC membership and whether there are any gaps that should be considered. It was felt that participation was covered by CA & CG, talent/Little League by JH & LC, coaching by LH & LC, clubs/leagues by the federation representatives & facilities by Chris G. It was agreed that was no need for any additional permanent members but that additional one off invites could be send out dependent on the agenda items of each meeting. CA requested a steer on this from all members.

LC raised concerns over maintenance of Farnham Park and expressed that previous guidance on maintenance has been ignored making further discussions on the topic difficult. The Farnham Park Management Committee (FPMC) was highlighted as better forum to address these concerns and Chris Deacon was confirmed as the BBF contact on the group that LC could feed in through.

GP suggested a database of pitch venues would be useful both as a baseline and as a tool to support potential participants to find playing opportunities. CA confirmed that Sport England have this database however she was unsure how

up to date it now is. CC highlighted that the Leisure Database Company have a playing fields database that can be logged in to.

Given CG's expertise in facilities it was felt it would be useful for him to be linked to Luis Arrevillas to support his facilities remit.

55.6 BSUK Measures

CA explained that with the change in Sport England priorities and funding comes opportunity to broaden the areas covered by the DSC and in turn give a better representation of the work BSUK does. The purpose of the measures document is to hold BSUK accountable and combine Sport England, BSUK, BBF & BSF targets in one document. A first draft of the document was shared with an opportunity to feed in given to all committee members. It was confirmed that the deadline to report these measures to the board is the 1st October 2017.

Sport England Measures – CR explained that all funded sports have been asked to identify their core market and to also select which groups they think they can impact on most to increase participation. Based on this BSUK has chosen to engage the LGBT Community, Women & Girls, and Lower Socio-Economic Groups as focus areas. Building on this, Sport England have specified they would like to see a further increase on the LGBT measures.

CG asked how information is captured for the hard to reach groups. CR explained that the BSUK Equality & Diversity survey provides this detail.

BSF are in the process of putting together their development targets and JF will invite a BSUK representative to their forthcoming planning meeting. In the meantime, she confirmed that they would like to see more diversity amongst their playing population, along with a focus on converting players into BSF members. They agree with the junior focus on fastpitch and baseball but would also like to see this within slowpitch. JF also highlighted that the new measures are a good opportunity to include other priority areas that don't necessarily have KPIs, such as events.

GP confirmed that the BBF would need to review and discuss the BBF specific targets and feed this back.

JH shared that he is currently working on internal measures for the Academy programme and felt it makes sense to cross reference these against the Talent measures included in the document. CA requested that all feedback is received by 28th August 2017 to allow time for a redraft to be circulated by Friday 8th September 2017.

55.7 Actions List

55.8 Any Other Business:

No other business.

Date of next meeting: Wednesday 1st November 2017