

Active Harlow minutes

Meeting Room 6, Civic Centre, 9th March 2007

	<p>Present: Helen Offord (HDC), Gill Penney, Frank Compton (HDC), Linda Gaine (Sport Essex/ECC), Scott Daniel (Mark Hall), Hayley Thorn (PCT), David Archer (Extended Schools), Ben Wallis (Harlow Sportcentre), Emma Sproat (Harlow Sportcentre), Ellena Mould (HDC)</p>	ACTION
	<p>Apologies: Lynn Seward, Chris Purvis, Bob Gotobed, Emma Sproat, June Tulloch, John Wright, Ann Strike, Helen Dear, Perry Williams</p> <p>Minutes of previous meeting: Minutes were agreed.</p>	
	<p>Feedback from Launch:</p> <p>It was agreed that both the pre week sessions and launch day was a great success, with excellent coverage in the local papers.</p> <p>Results and feedback forms from some of the weeks activities and launch day have been evaluated, a handout of the results were circulated.</p> <p>Around 600 through the door on launch day.</p> <p>A possible improvement for future events would have been the preparation of a programme of the days events, which could have been handed out as people arrived.</p> <p>There were a few complaints from wheelchair users who felt they were marginal and not given enough activity that they could take part in.</p> <p>Most of the pre launch week activities were well supported, but disappointing response to the table tennis and cycling sessions.</p> <p>The Back to Netball Session proved to be a great success and a regular session has started up, as a result of the launch week.</p> <p>BW had a good response from most of the sport centre sessions and advised group that they offer women's 'Sport for Fun' course on Wednesdays 12.00 to 13.00 and has 12-15 regulars.</p> <p>Action Planning For Community Incentive Fund (CIF) Application:</p> <p>HO only had action planning templates feedback from HD and HO these were distributed and discussed at the meeting. LG advised that everyone should get their action planning idea's to Helen via</p>	<p>BW to forward on feedback figures from sportcentre activities.</p> <p>Urgent need for getting action planning</p>

	<p>the template ready for the next meeting 26/3/07 which should be centred around Action Planning.</p> <p>LG suggested the beginning of the next cycle of funding needs to begin in April so maybe it would be best to theme the action plan into sub titles to target specific areas. All agreed this would be a good idea</p> <p>LG suggested enhancing the value of a current idea instead of something new for the action plan.</p> <p>Stage 1 is due early April, while Stage 2 is due in mid April for the next lot of CIF funding.</p> <p>SD asked if we can put in our application for the Stage 1 Bid, to do this we need to get the finalised action planning idea's in by the date of the next meeting 26/3/07. LG thinks we may be able to cover 2 years (not just one year at a time).</p> <p>DA suggested there is a possibility for a pool of coaches to be part of Continued Professional Development (CPD) programme, and they can then be engaged to help run school club link courses and sessions with links to mentoring opportunities with CSLA students.</p> <p>SD has £10,000 Active England Funding available for Coach Education opportunities which could be linked into the 'Back to Sport' programme if it goes ahead, and asked if this can be used in CIF bids. LG said all this can help attribute towards a third of the contribution for CIF project planning.</p> <p>HO advised the need for having more disability sports coaches, as a lot of interest is being generated to offer more health and sports sessions opportunity via the All Ability Sport and Leisure Group.</p> <p>DA has a contact looking to fund a project for a disability sports club in Harlow (Boshia Hinton).</p> <p>EM mentioned that she has contacts in London that could help to identify some education funding.</p>	<p>template to HO by morning of 26/3/07 at the latest</p> <p>HT to feedback info to HD on Action Planning.</p> <p>LG to see if application process is due to be simplified.</p> <p>DA to put this forward in the Action Plan</p> <p>SD to include in action plan</p> <p>Develop opportunity in action plan</p> <p>DA to investigate this link</p> <p>EM to add opportunity to action plan</p>
	<p><u>Clubs Seminar:</u></p> <p>EM explained her role and how she could be of use to the group in a business sense.</p> <p>The idea of a seminar was decided and will be held on 23rd April. Pre meeting will be arranged with LG, Loretta Sollars, HO and EM to discuss content of the seminar.</p> <p>It was discussed that one of the major feedbacks given from parents is that they need confidence to know clubs which their children might become part of are fully accredited and various checks have been passed.</p>	<p>Pre meeting arrange 3pm on 26/3/07</p>

HO said in Harlow there are still very few clubs accredited with 'Governing Body accreditation' 'Charter Standard' 'Club SX' or 'Clubmark' .

It was discussed that an idea would be to insist that only clubs with proven full accreditation be listed on publications to let parents in the town know the club is suitable.

It was also mentioned that belonging to a club/committee could build confidence and skills and even lead to a career.

LG said it would be important to identify how the sports can link in with the business side, i.e. sponsorship/adoption of a sport via a business.

Sports match funding can be a big source of funding, because most businesses are unaware that they usually don't need to find the whole amount.

It was discussed and agreed that one key target will be for schools to only deal with accredited clubs or clubs working towards accreditation.

SD, DA, and HO already offer support to clubs to help with their applications of accreditation but to look into organising opportunities for accredited clubs to work with unaccredited clubs. BW spoke on accreditation and the idea of a club tutoring other clubs to takeaway the fear of taking on responsibility. He would be happy to run a presentation about this at the clubs seminar

HO to ask BW, SD, and DA to the seminar pre meeting

Any Other Business:

DA is currently putting together an information sheet to show the activities that are running across the town over the Easter holidays. If you could forward information, this will be put into the Harlow Star for advertising this Easter. LG suggested this could also count as match funding towards CIF

Easter Activity sessions need to be sent to DA

Dates of Next Meetings:

Monday 26th March 2007, 4:00pm – 5:30pm, Civic Centre, Committee Room 2A, Mezzanine Floor.

Monday 30th April 2007, 4pm to 5.30pm, Civic Centre, Committee Room 2A, Mezzanine Floor