

MINUTES for 2008-09

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RENFREWSHIRE SPORTS NETWORK

Minutes of Executive Committee Meeting

Monday 30th March 2009.

Lagoon Leisure Centre, Paisley

03/31 **Welcome:**

Jim welcomed all to the meeting and thanked all for their continued support.

Football has changed their representation with Billy Hassen taking over from David Daniels.

In addition welcome to new member

03/31 **1** **1 Present:**

Jim McAusland	Cricket
John Rodger	Athletics
Raymond Nelson	Hockey
Ronnie Gourley	Renfrewshire Council
Barry Wilson	Boxing
Stephen Edenborough	Swimming
Lindsay Lang	Basketball
Charles Woodward	Muirshield Country Park
Tony Finn	Renfrewshire Leisure Ltd

03/31 **1** **2 Apologies:**

Eddie Gallacher	Football
David Daniels	Football
John McIntyre	Linwood Boxing Club
Steve Murphy	Martial Arts
Janis McDonald	RCVS
Tom Somerville	Paisley Rugby Club
Oliver Barsby	SALSC

03/31 **2** **1 Minutes of meeting 23rd February 2009 :**

Approved.

Proposed: John Rodger
Seconded: Barry Wilson

03/31 **2** **2 Items arising:**

Included in Agenda

03/31 3 Governance

03/31 3 1 Executive Committee Members

John has spoken to other clubs and organisations, had positive response and new members welcomed by chair and approved as members of the executive.

03/31 3 2 Management Structure

Jim issued paper on management structure and roles and responsibilities of Chairman / Vice Chairman / Secretary / Treasurer / sports development x 2.

It was agreed that the proposals were well thought out but the items contained in the sports development section were possibly longer term ambitions.

It was agreed to carry forward to future meetings.

03/31 4 Business Development

03/31 4 2 Business Plans

Carried forward

03/31 4 Financial Management

03/31 4 1 Treasurers Report

Barry confirmed that the grant of £2000 had been received and banked and was only item to report.

03/31 4 2 Renfrewshire Council Grant 2009/10

Ronnie reported that the recommendation to the Community & Family Care Policy Board was for a £10k grant.

As the total budget is in the region of £56k with RSN receiving one third of allocation to sports organisations, it was considered that the award, if approved, was reasonable and Ronnie was thanked for his assistance.

Ronnie advised that the grant would be paid quarterly in advance on return of quarterly report.

03/31 5 Renfrew Council Issues

03/31 5 1 Pitches Strategy

Ronnie gave an update on the Council's Pitch Strategy meetings with reports having reached final draft stage and will be issued for consultation probably in May.

It was the view the secretary should write to Liz Jamieson in order to discuss document prior to issue for consultation

ACTION – Secretary to write to Liz Jamieson regarding Pitches Strategy

03/31 5 2 RLL

Tony gave an update of Renfrewshire Leisure Ltd activities to date since its formation in 2002 and outlined the current three year business plan 07/10.

Tony discussed areas of club development / community partnerships / after school activities / leisure asset review and outlined preferred options for the future.

Tony estimated that the capital expenditure projections over the next four years may amount to £30 million.

Following discussion on management, review of assets and future policy it was agreed that the secretary would write to Joyce asking for one two RSN members to sit in on future investment/strategic planning meetings on their Business Planning Group.

ACTION – secretary to write to Joyce regarding membership of Business Planning Group

03/31 5 3 Active Renfrewshire Strategic Group

Jim reported on the meeting held in a few weeks ago, attended by himself and the secretary

This Group was recently established and would establish two sub-groups:

- Places & Space Sub group
- Access, participation & Partnership Sub-group

It was anticipated that we would be able to have representation on both strategic Group and Sub groups. It was agreed:

Communications: Barry

Volunteer & Club Development: John

Network Development: Stephen
Places & Space Sub-group: Raymond

If possible will circulate minutes.

ACTION: Secretary to inform Strategic Group of RSN persons for Sub-groups

03/31 5 4 LAC's

The role of the LACs was again discussed and it was agreed in principle that we should have a member on each LAC

Carried forward to next meeting.

03/31 5 5 Provosts Awards

Ronnie to confirm dates of awards, with invitation to RSN

03/31 6 Publicity

03/31 6 1 Launch / AGM

John presented paper on launch as attached and the chairman thanked John for his work.

It was agreed that we should incorporate launch with AGM, which requires to be held in May.

Ronnie reported that there is a three week embargo on political activity prior to the Euro election early June

ACTION – Secretary to arrange suitable date for AGM

03/31 6 2 Web Site

Barry gave an update on development to date with Stephen very helpful. Good for excel and Barry will check back-up (FTP may be the answer).

Genuine enthusiasm for a monthly sports report, but whether they manage to produce regular writers is the possible downside.

Action – Barry to forward Web site development

03/31 7 Grants Policy / Procedure

Deferred to future meeting

03/31 8 SALCS

Oliver apologies due to power failure in Glasgow which affected his train from Edinburgh.

03/31 9 AOCB

03/31 9 1 Update

Ronnie gave an update on a several items which included:

- Healthy Lifestyle team – Volunteer event early May
- Paisley 10k – 30th August
- Brochure – Renfrewshire Gateway to Games - Update

03/31 10 Date of Next Meeting:

To be confirmed.

Lagoon preferred venue.

Attachment 1

RENFREWSHIRE SPORTS NETWORK

LAUNCH STRATEGY

Objective

To announce to as wide an audience as possible

- a) the formation of the Renfrewshire Sports Network
- b) the aims and objectives
- c) the member organisations and personnel.

When

Initially 2 weeks after the AGM which is scheduled for May.

How

Through a series of press announcements as follows:

- a) Initial piece on the formation of the new Sports Network and launch of the web site. This will highlight the aims and objectives of the organisation and include quotes from the Chairman and Honorary Chairman (Provost), one or two member sports and perhaps someone from **Sportscotland**. (Patricia Cassidy)?
- b) A photograph of the new committee to accompany the above that will highlight the personnel and member sports. Ideally the Provost and Joyce McKellar should be part of the photo shoot.
- c) 3 to 4 weeks after the event further articles on some initiative or stance taken by RSN on an issue of interest. This will have the effect of reinforcing the launch message and keep us in the public eye.

Produce an A4 poster for display in sports centres and libraries.

Press

- a) Renfrewshire Magazine – This is distributed to all households in Renfrewshire. The current issue is in print and the next issue will be mid to late summer. As this magazine does not coincide with the initial press launch we should use the opportunity to reinforce our message.
- b) Paisley Daily Express, Gazette etc. – Direct contact with sports editors to introduce RSN to warm them up for the launch and issue of the press announcement.

The press should be encouraged to obtain quotes from RSN on sporting issues.

RENFREWSHIRE SPORTS NETWORK

Minutes of Executive Committee Meeting

Monday 23rd February 2009.

Lagoon Leisure Centre, Paisley

02/23 1 Welcome:

Jim welcomed all to the meeting and has just recovered from Flu.

The football reps are absent as there is a pitch strategy meeting scheduled with the Council this evening

Jim welcomed Stephen from Ren96

02/23 1 1 Present:

Jim McAusland	Renfrew Cricket Club
Tom Somerville	Paisley Rugby Club
Oliver Barsby	SALCS
John Rodger	Kilbarchan AAC
Raymond Nelson	Kelburne Sports Club
Ronnie Gourley	Renfrewshire Council
Barry Wilson	Linwood Boxing Club
Janis McDonald	RCVS
Stephen Edenborough	Ren96

02/23 1 2 Apologies:

Rose Muir	Walking
Eddie Gallacher	Paisley & District YFL
David Daniels	Johnstone & District YFL
John McIntyre	Linwood Boxing Club
Steve Murphy	Martial Arts
Charlie McCusker	Ren96

02/23 2 1 Minutes of meeting 12th January 2009 :

Approved.

Proposed: Barry Wilson
Seconded: John Rodger

02/23 2 2 Items arising:

Included in Agenda

02/23 3 Governance

02/23 3 1 Constitution

Draft 3 was discussed and although there were ongoing amendments which could be made, the Committee were of the view that enough time had been spent on the constitution and signed off constitution.

John raised issue of who could attend executive meetings. All members could attend, with standing orders covering voting and other issues at meetings.

Actions: Raymond to finalise constitution and arrange sign off

02/23 3 2 Appointment of Interim Management Board

Vice Chairman – John agreed to be vice chair until AGM

Proposed: Raymond Nelson Seconded; Janis McDonald

02/23 3 3 Executive Committee Members

As previously discussed we require other sports disciplines to be actively involved. These could include football, netball, cricket, basketball, rugby, athletics, bowling, swimming, golf, badminton, hockey, tennis, martial arts etc, etc.

Action: John volunteered to speak to relevant sports regarding membership of Executive

02/23 3 4 Grants

A discussion regarding whether we should be grant giving body was held. The view was that if we give grants it should be for items like coaching grants. However, clubs organisations should apply via other funding bodies prior to RSN application.

As we have no funds to date for grants, the matter was deferred for future meetings.

02/23 3 5 Business Plans

There are options to prepare business plan, Genesis – expensive, retired executives. If possible it would be helpful to obtain examples from other Sports Councils.

Action – Oliver to obtain examples from other Sports Councils

02/23 3 6 Insurance

The question of whether we should have insurance was raised.

Following discussion – as we are not organising events and finances uncomplicated, it was agreed that this was not required at present.

02/23 4 Business Development

Carried forward until grant known

02/23 5 Financial Management

02/23 5 1 Renfrewshire Council Grant 2008/09

Raymond confirmed that application for grant of £2000 had been received and banked.

02/23 5 2 Renfrewshire Council Grant 2009/10

Secretary confirmed that grant for £15k had been applied for prior to 16th January 2009.

Bob Smith, Renfrewshire Council had completed assessment of grant for presentation to award committee.

02/23 5 3 Treasurer's Report

Nothing to report to date.

02/23 6 Local Authority Items

. 6 1 Pitches Strategy

Ronnie gave an update on the Council's Pitch Strategy meetings.

These have been divided into two – Football and other Field Sports.

Football meeting was held on the 8th December and the reporting back session being held this evening.

Field Sports meeting was held on the 19th January and was well attended by Clubs and their National Bodies.

The Strategies would report positives and negatives and draft strategy reports would be presented and discussed probably next month.

It was the view of the meeting that we should be involved at an early date.

02/23 6 2 Leisure Asset Review Project

Before Patricia left Renfrewshire Council to take up a post with SportScotland an opportunity was given for input from the Sports Network into the project on the 26th January.

Ronnie and John gave details of the project with decisions to be taken in the future regarding Renfrewshire's leisure assets

02/23 6 3 Council's Overall Strategy

A discussion on the Council's overall strategy was held – how is policy made, where are the documents, what is the process. How are schools, RLL, pitches etc co-ordinated. E.g. Inchinan. There are Community Plan, issued by Paisley Partnership, Council Plan, Single Outcome Agreement etc

As RSN requires to operate at a high level a establishing a presence, it was necessary to understand strategy processes

Carried forward to next meeting.

02/23 6 4 LAC's

The role of the LACs was discussed and there methodology for issuing grants. Debate on whether we should have a member on each of the 5 LACs was discussed.

Carried forward to next meeting.

02/23 6 5 Volunteer recognition Event

Janis reported for information, that there was a volunteer recognition event for volunteers in schools to be held in May

02/23 7 Publicity

02/23 7 1 Launch

After discussion regarding options for launch, John volunteered to do paper regarding setting out strategy for launch of RSN.

Ronnie has list and database of Clubs.

Action – John to prepare paper re strategy for launch

02/23 7 2 Brochure – Schools

Carried forward

02/23 7 3 Web Site

The web site was discussed and Barry to draft content (for review), and contact website developer David McCusker. Also contact Stephen who maintains the REN96 website, discussing maintenance, and development.

Also required for web site, stationery to match website design

Action – Barry to forward Web site development

02/23 7 4 Renfrewshire Magazine

This is an excellent media for publicity and should be used as it is issued Renfrewshire wide.

To be discussed further at next meeting with Janis to obtain print submission deadline.

02/23 8 SALCS

Oliver gave an update:

- a) **Funding** – Has now been finalised after delay
- b) **Membership** – it was agreed to apply for membership.

Action – Oliver to forward to Secretary membership Form

- c) **Conference** – SALCS conference to be held on 28/29th February in Airth Castle Hotel, near Falkirk. Places still available – no takers

02/23 9 AOCB

02/23 9 1 Headline Items

John was of the view that the Sports Network should become involved in the Headline issues which was supported by the meeting. These could include:

- Pitches Strategy (Football and Field Sports)
- Leisure assets
- RLL Strategy
- Schools facility strategy

Action – Jim to consider and prepare list of objectives and how we proceed.

02/23 9 2 Informal Paper

Barry had prepared an informal paper of questions and points, as attachment 1, for clarification with the Committee discussing the issues raised, with comments attached.

Thanks to Barry.

02/23 10 Date of Next Meeting:

Monday 23rd March 2009.

Lagoon preferred venue.

Attachment 1

RENFREWSHIRE SPORTS NETWORK

Points

1. Who contacts 400-500 clubs, how long will it take, and where do we get the contact information? *Ronnie can provide and await paper from John*
2. What should we put on the (very important?) form to be sent out to sports clubs, and who will design a draft? *Barry to prepare*
3. By what date should we prepare the action plan, and who will prepare a draft? *Oliver will provide samples if possible*
4. Why should sports clubs want to work with us? – What is in it for them? *Q & A on web site would clarify*
5. Of the 400-500 clubs, how many don't want or need anything to do with a sports network, and how do we identify them? *No comment*
6. Coaching – what sports, how many coaches, at what levels, why do we need it, to what standard are we aiming, who plans it, who organises it, who does the teaching, how much will it cost, what is the budget etc., etc? What is the plan for developing coaches? (John McIntyre is interested in this, and perhaps this is a topic suitable for a “sub-committee”). *To be continued after grant known*
7. Volunteer development – surely best done by clubs. How can RSN help, do we need more volunteers, if so how many, why is there a lack etc., etc? What is the plan for developing volunteers? (Perhaps another topic for a sub-committee). *Yes best done by Clubs - not RSN*
8. To what extent do sports clubs want/need to develop coaches and volunteers? *As 6 above*
9. If we are “bottom up”, why were we developing a so-called SWOT analysis for the council, at a meeting where there were few people, little atmosphere, no handout, and no subsequent feedback? (I have attended group sessions which had clearer objectives, a greater sense of accomplishment, and conclusions). *Become involved at high level and provide input*
10. Website – what do we put on it (pro forma for clubs (contacts, times, training, teams, ages, fees, facilities etc))? Any existing websites to copy from? - Who prepares it (we need two tenders)? - can we maintain it ourselves? What would be the impact if we did NOT have a website? *Barry to progress*
11. If we have direct contact with all clubs, why do we need publicity, marketing, or a newsletter? *To be discussed later*
12. Why have a launch party, when we could have a workshop combined with the AGM? What would our workshop cover, and who would prepare it? *To be discussed later*

13. Why have indemnity insurance (at £100-£250) for RSN office holders, when even the insurance man cannot give a coherent example of why we might need such insurance. If indemnity, or limited liability, was important, we would set the network up as a company limited by guarantee (which would be simple and preferable in my opinion).
Not required at this point in time

RENFREWSHIRE SPORTS NETWORK

Minutes of Executive Committee Meeting

Monday 12th January 2009.

Lagoon Leisure Centre, Paisley

01/12 1 1 Welcome:

Raymond welcomed all to the meeting and reported that our numbers were down due to various reasons and in particular our Chairman Jim who has flu.

It was agreed that John would chair the meeting.

01/12 1 1 Present:

John Rodger	Kilbarchan AAC
Raymond Nelson	Kelburne Sports Club
Ronnie Gourley	Renfrewshire Council
Barry Wilson	Linwood Boxing Club
Janis McDonald	RCVS
Steve Murphy	Martial Arts

01/12 1 2 Apologies:

Jim McAusland	Renfrew Cricket Club
Tom Somerville	Paisley Rugby Club
Rose Muir	Walking
Eddie Gallacher	Paisley & District YFL
David Daniels	Johnstone & District YFL
Oliver Barsby	SALCS
Patricia Cassidy	Renfrewshire Council
John McIntyre	Linwood Boxing Club

01/12 2 1 Minutes of meeting 8th December 2008 :

Approved.

Proposed: Barry Wilson
Seconded: Ronnie Gourley

01/12 2 2 Items arising:

Included in Agenda

01/12 3 Governance

01/12 3 1 Constitution

A detailed review and discussion of the second draft of the constitutions previously issued was held and further agreements made on deletions, additions and amendments.

John presented a paper on membership models, as attachment 1.

On discussion Model 3 was the preferred option with debate on the first item,

‘Assume all sports clubs etc. in Renfrewshire are automatically members of the Renfrewshire Sports Network’

Following discussion it was agreed this would be inappropriate as many would not meet an acceptable criteria. Clubs should therefore affiliate with free membership, meeting criteria as per 3.1 of constitution and our executive committee should have membership from different sport disciplines.

However, on reviewing sport disciplines we have, football, netball, cricket, basketball, rugby, athletics, bowling, swimming, golf, badminton, hockey, tennis, martial arts etc, etc, which far exceeds the seven as stated in 6.2. Due to time this was deferred to next meeting.

Actions:

- 1. Raymond to update and issue Draft 3 for discussion at next meeting**
- 2. Further consideration on members of executive committee**

01/12 3 2 Appointment of Interim Management Board

In Jim and Patricia’s absence – carried forward

01/12 3 3 Executive Committee Members

Until constitution finally agreed with membership structure – carried forward

01/12 4 Business Development

Carried forward

01/12 5 Financial Management

01/12 5 1 Renfrewshire Council Grant 08/09:

Raymond confirmed that application for grant had been submitted to Renfrewshire Council

Ronnie requested application to be resubmitted with bank details for release of grant.

01/12 5 2 Renfrewshire Council Grant 09/10:

Ronnie confirmed that applications were required to be submitted by 16th January 2009.

It was thought that £15k may be an appropriate figure for submitting and to meet Friday's deadline to undernoted was agreed

Action: Raymond to submit application form to meet Council deadline, with Raymond, Barry, Jim and Janis to consider and agree financial figures for submission.

01/12 5 3 Bank Account:

Barry confirmed that the bank account had been with the Clydesdale Bank, Dunn Square, 1 Causeyside Street, Paisley

Barry updated the Executive on details for cheques, on line viewing, etc.

01/12 6 Local Authority Items

01/12 6 1 Pitches Strategy

Ronnie gave an update on the Councils strategy meetings. These have been divided into two – Football and other field sports.

The football meeting was held on the 8th December and the other field sports to be held on the 19th January.

Strategy being managed by Genesis on behalf of Council

01/12 6 2 Renfrewshire Council Strategy

Ronnie advised that Patricia was leaving Renfrewshire Council to take up a post with SportScotland in February.

However Patricia would be please to give a presentation on Monday 26th January in Abbey House regarding the Council's strategy

Action – Ronnie to advise Secretary of details and Raymond to Email Executive details

01/12 7 AOCB

01/12 7 1 Brochure – Schools

Steve updated Committee on his work with Active Schools and in particular a leaflet that he leaves for issue.

Steve suggested that it may be appropriate to compile a Sports Network brochure, offering a choice of sports.

This was thought to be an excellent idea and carried forward for future meetings.

01/12 7 2 SALCS

Raymond gave an update from Oliver's Email:

d) Membership - £92 for years membership

Action – Secretary to apply for membership

e) Conference – SALCS conference to be held on 28/29th February in Airth Castle Hotel, near Falkirk. Places still available.

Action – Secretary to issue details to members giving option to attend.

01/12 8 Date of Next Meeting:

Monday 23rd February 2009.

Ronnie would arrange accommodation for our next meeting, with the Lagoon preferred.

Attachment 1

RENFREWSHIRE SPORTS NETWORK

MEMBERSHIP MODEL

OBJECTIVES

- 1 To have an active committee
- 2 To have a committee that is inclusive of all sports
- 3 To have a balanced committee

MODEL ONE

All clubs etc. that fulfil the criteria in our constitution can affiliate to the Sports Network.

Benefits

There can be a large committee with willing participants.

This will maximise the membership, the revenue and the sense of inclusion.

Drawbacks

As far as the committee is concerned we could have more members than is practicable.

How would the committee members be elected?

Not all sports may have representation.

There is a danger of over representation of one sport.

We could simply have open meetings with four in the Executive Committee and all members at meeting able to vote on issues. Or there could be only one vote per sport.

There could be a sense of non inclusion.

MODEL TWO

To invite sports to nominate representatives

Benefits

There will be a balanced committee in terms of sports.

The committee can be of optimum size.

As a representative of a sport the committee member could feel authorised to speak on behalf of that sport.

Drawbacks

There will be issues to do with sports that do not have structure e.g. martial arts.

We could have larger numbers than is practicable.

There could be a sense of non inclusion.

MODEL THREE

Assume all sports clubs etc. in Renfrewshire are automatically members of the Renfrewshire Sports Network.

Invite major sports, in terms of numbers and status, to participate.

Set a committee size

In addition to the above recruit volunteers to the committee, either because they are willing participants or they represent individual sports.

Benefits

There will be a balanced committee in terms of sports.

The committee can be of optimum size.

As a representative of a sport the committee member could feel authorised to speak on behalf of that sport.

Drawbacks

There will be issues to do with sports that do not have structure e.g. martial arts

We could have larger numbers than is practicable.

There could be a sense of non inclusion

John Rodger

12/1/09

RENFREWSHIRE SPORTS NETWORK

Minutes of Executive Committee Meeting

Monday 8th December 2008

Lagoon Leisure Centre, Paisley

12/08 1 Welcome:

Jim McAusland welcomed all to the meeting, particularly new members and trusted we would make good progress setting up the new organisation with tonight's main business the draft constitution.

David and Eddie had given apologies as there was a Renfrewshire Council Football Pitches Strategy Meeting with the Council this evening.

12/08 1 1 Present:

Jim McAusland	Renfrew Cricket Club
Raymond Nelson	Kelburne Sports Club
Jack McKechnie	Paisley Rugby Club
John McIntyre	Linwood Boxing Club
John Rodger	Kilbarchan AAC
Patricia Cassidy	Renfrewshire Council
Ronnie Gourley	Renfrewshire Council
Barry Wilson	Linwood Boxing Club

12/08 1 2 Apologies:

Janis McDonald	RCVS
Tom Somerville	Paisley Rugby Club
Rose Muir	Walking
Steve Murphy	Martial Arts
Eddie Gallacher	Paisley & District YFL
David Daniels	Johnstone & District YFL
Tom Somerville	Paisley Rugby Club
Oliver Barsby	SALCS

12/08 2 1 Minutes of meeting 23rd November :

Approved

12/08 2 2 Items arising:

Included in Agenda

12/08 3 Governance

12/08 3 1 Core Values:

The Sports Network's Core Values based on Renfrewshire Council's Physical Activity and Sport and Health Strategy 2007-12 document was discussed and agreed as below:

1. Access and participation
2. Partnership
3. Pathways and performance
4. Community engagement
5. Sport development

12/08 3 2 Constitution

A detailed review and discussion of the draft constitutions previously issued was held and agreement made on deletions, additions and amendments.

Actions:

- 3. Raymond to update and issue Draft 2 for discussion at next meeting**
- 4. John to consider models for Affiliation Fees**

12/08 3 3 Appointment of Interim Management Board

Discussion on Jim's chart previously issued at last meeting was held with the following agreed

- Chairman - Jim McAusland (as previous meeting)
- Administration - Raymond Nelson (as previous meeting)
- Finance – Barry Wilson - unanimously appointed
- Business Development - carried forward
- Sport / Youth Development - carried forward

Actions:

- 1. Jim to update the chart once Management Board finalised**
- 2. Jim & Patricia to discuss management structure and objectives**

12/08 3 4 Executive Committee Members

It would be appropriate to expand the number of sports represented with suggestions:

Johnstone Wheelers / Basketball / Netball / etc.

Action: Ronnie to obtain contact details as appropriate

12/08 4 Business Development

Carried forward

12/08 5 Financial Management

12/08 5 1 Renfrewshire Council Grant 08/09:

Raymond confirmed that application had been submitted to Renfrewshire Council

Ronnie confirmed application received and £2,500 would be available once bank account opened to allow transfer.

12/08 5 1 Renfrewshire Council Grant 09/10:

Ronnie confirmed that applications were required to be submitted by 19th January 2009 and suggested that £10,500 may be appropriate based on last year's Council's allocation for the launch of the Sports Network

Action: Raymond to submit application form to meet Council deadline, with Jim, Barry and Raymond to agree financial figures for submission.

12/08 5 2 Bank Account:

It was agreed that Barry Wilson, Raymond Nelson and Jim McAusland would be the signatories for the Sport's Network bank account to be opened with the Clydesdale Bank, Dunn Square, 1 Causeyside Street, Paisley

Action: Barry to make arrangement for the opening of the Renfrewshire Sports Network bank account as per minute.

12/08 6 Local Authority Items

Carried Forward

12/08 7 AOCB

None

12/08 8 Date of Next Meeting:

Monday 12th January – 7:00 pm – venue to be confirmed

Ronnie would arrange accommodation for our next meeting, with the Lagoon preferred.

Minutes of Interim Executive Committee Meeting

Monday 24th November 2008

Lagoon Leisure Centre, Paisley

Present:

Jim McAusland	Renfrew Cricket Club
Raymond Nelson	Kelburne Sports Club
Tom Somerville	Paisley Rugby Club
John McIntyre	Linwood Boxing Club
John Rodger	Kilbarchan AAC
Eddie Gallacher	Johnstone & District YFL
Oliver Barsby	SALCS
Ronnie Gourley	Renfrewshire Council

Apologies:

Patricia Cassidy	Renfrewshire Council
Janis McDonald	RCVS
Rose Muir	Walking
Steve Murphy	Martial Arts
David Daniels	Paisley & District YFL

11/8 1 Welcome:

Jim McAusland welcomed all to the meeting and trusted we would make good progress setting up the new organisation. Jim had held preliminary meeting with Council officials regarding the Council structure and current policy.

11/8 1 1 Interim Chairman:

It was agreed Jim would act as interim chairman until the organisation was formally constituted.

11/8 2 Governance:

Jim issued to the meeting a chart with a proposed Management Structure and Renfrewshire Council's Physical Activity and Sport and Health Strategy 2007-12 document, both for discussion

11/8 2 1 Organisation Name:

Following debate it was agreed to name the organisation
'Renfrewshire Sports Network'

11/8 2 2 Core Values

It was agreed that would adopt the Council's 'Vision' – *to encourage and enable more people to become more active*

11/8 2 3 Key Strategic Objectives

A review of the Council's Strategy document took place and it was agreed to adopt the objectives / strategic aims as the Sport Network's with two additions to the Strategic Aims:

- 3.4 Youth Development
- 3.5 Community Engagement

11/8 2 4 Constitution

A review of sample constitutions previously issued was held and agreement made in principle on inclusions and omissions.

Action – Raymond to update and issue for discussion at next meeting

11/8 2 5 Management Structure

Jim issued a chart detailing proposed interim structure for discussion.

- Chairman + four members of Executive Board
- Administration
- Finance
- Business Development
- Sport / Youth Development

Following discussion, the structure was agreed in principle with Club Liaison to be included under Sport / Youth Development.

Action - Jim to update the chart

11/8 2 6 Appointment of Interim Management Structure

Nominations were sought;

Chairman - Jim
Administration - Raymond

It was agreed to carry forward the other interim appointments until the next meeting.

11/8 3 Business Development

Carried forward

11/8 3 1 Financial Management

Ronnie indicated there may be monies available for the Sports Network, but the formal process of Grant Application would require to be followed.

Actions:

- 1) **Ronnie to issue to Raymond Grant Application form**
- 2) **Raymond to submit formal application to Renfrewshire Council**

11/8 3 2 Local Authority Items

Carried Forward

11/8 3 3 Accommodation

Ronnie would arrange accommodation for our next meeting

11/8 4 AOCB

None

11/8 5 Date of Next Meeting:

Monday 8th December – 7:00 pm – venue to be confirmed