



**Agenda for a meeting of the  
Development Committee  
on Tuesday 30 April 2019 at 15:30  
at BPA HQ, 5 Wharf Way, Glen Parva  
Leicester LE2 9TF**

**Car parking**

Please do not park in the car parking spaces opposite the BPA HQ as these belong to our neighbours, All Weather Windows, who have asked us not to use their spaces during the

Supporting papers are issued with the agenda where available; others will be added to the meeting's SharePoint folder as they become available, with the intention of completing the full set by at latest the Friday before the meeting.

Item nr	Business	Lead	Pre-read paper
1	<b>Apologies for absence</b> Craig Poxon (Chair), Jon Gretton	-	-
2	<b>Chair</b> In the absence of the Chair, the meeting will be chaired by Adrian Bond (Development Vice Chair)	-	-
3	<b>Declaration of any conflicts of interest</b>	-	-
4	<b>Minutes</b> of the meeting held on Tuesday 19 February 2019 which have been approved by the committee electronically and published on <a href="https://www.bpa.org.uk/member/agendas-and-minutes/">https://www.bpa.org.uk/member/agendas-and-minutes/</a>	Chair	Minutes
5	<b>Matters arising from the minutes not covered elsewhere on the agenda</b> <b>5.1</b> Min 5.1, SharePoint permissions - authorised guest users' access to specific folders <b>5.2</b> Min 5.1, SharePoint permissions - restrictions to occasional sensitive Council and committee papers <b>5.3</b> Min 5.2, BPA minutes on the web - referral by Chair to Eudonet <b>5.4</b> Min 5.3, Duties and responsibilities of volunteers - Secretary <b>5.5</b> Min 5.6, WiFi access at HQ - Finance Manager <b>5.6</b> Min 11, Business and financial risk register - input from Graham Spicer has been forwarded to Tash Higman <b>5.7</b> Any other matters arising.	Chair	Minutes
6	<b>Liaison with official agencies for sport</b>	Secretary	-

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7	<b>Insurance</b> Including plans for consultation with DZOs on a possible increase in the third-party insurance indemnity limit (minute 8 from last meeting)	COO	-
8	<b>Development Action Plan: 30 June 2018 to 30 June 2019</b> <b>8.1</b> Personal Information Management System (PIMS) - Eudonet UK <b>8.2</b> Grass root talent identification Sport Structures' December 2015 report, from which this target originated, recirculated.	Chair	8.1 Eudonet report (5 April 2019) 8.2 Sport dvt review (2015)
9	<b>Development deliverables / actions 2019</b> Contributing to the delivery of BPA Strategy 2019-2023	Chair	BPA 2019 objectives
10	<b>Encouraging diversity in the sport</b> Item 16 of the minutes of the Council meeting on Tuesday 19 February includes this referral to the Development Committee: <b>COUNCIL AGREED UNANIMOUSLY</b> to task the Development Committee to consider, and recommend to Council, means by which to encourage female participation in the sport. Seconded by Tash Higman. Nick Bunting then proposed, Tash Higman seconded, and Council unanimously agreed, that this should be extended to encourage participation and retention in the sport by people of all protected characteristics. <b><u>Refer to the Development Committee</u></b>	Chair	-
11	<b>IT Strategy Group (ITSG)</b> Update by Graham Spicer, Chair, IT Strategy Group	ITSG Chair	ITSG update
12	<b>BPA Archive Project</b> Oral report from Graham Spicer, Archivist	Archivist	-
13	<b>Council election 2020</b> Call for nominations: autumn 2019. Election (if seats contested) over Christmas & New Year 2019/20. Independent scrutineers Mi-Voice have pegged their price from last year.	Secretary	Mi-Voice election quote & timetable
14	<b>Any other business</b> to be notified to the Secretary by no later than noon on Friday 26 April.	Chair	-
15	<b>Date of next and future meetings</b> Tuesday 11 June at 15:30 at BPA HQ. Suggested meeting dates yet to be confirmed by BPA Council: Tuesdays at 14:00 at BPA HQ: 6 August, 1 October & 26 November.	-	-