

Chesterton Community College
Sports Centre Committee
Minutes from Thursday 22nd June 2017

Present: Edit Tokorcsi (ET), Lucy Scott (LS), Martin Russell (MR), Jim Warwick (JW), Helen Arnold (HA), Eva Pepper (EP) Michaela Eschbach (ME), Bastiaan Nooteboom (BN), Suzanne Izzard (SI) and Danielle Guy (DG).

1. **Apologies of Absence:** Mary Sanders and Anne Constantine.
2. **Declaration of Conflict of Interest:** None.
3. **Declaration of Business Interests:** None.
4. **Minutes of the last meeting (25th April 2017):** These were approved and signed as a true record by the Chair.
5. **Matters Arising:** Outcomes of costs/ risk assessments. This was discussed in number 6.
6. **Summer Sports Camp risk assessments:** Risk assessments had been discussed by Edit and Martin prior to the meeting and a report was circulated to governors. LS asked MR if he felt confident and happy after doing the risk assessments to which MR assured governors he was very confident especially as we are using existing staff. It was discussed that staff should see all risk assessments and sign to say that they have seen it. It was agreed for MR to circulate the individual risk assessments to governors.

Income and expenditure of the sports camps were also presented to governors outlining the key areas. Governors were happy with the figures that were presented.

Action: MR to circulate individual risk assessments to governors.

7. **Disaster Drill:** Bastiaan Nooteboom spoke to the committee about disaster drills and the procedure that are going to be put in place. Governors had some concerns as to how staff were alerted to a situation to which more investigation was going to take place to establish the best way forward. Governors queried the connection between the School and Sports Centre and how disaster alerts are communicated between the two. It was confirmed that the alarm sounds at both the school and sports centre and both should follow their procedures. DG fed back her views as a gym user.
8. **Sports Centre Management Report:** ET went through the report:

To deliver a significant annual financial contribution to the school and develop CSC for future investment.

To Increase our market share and increase our membership base: This was discussed in detail following a previous brainstorming session. The use of the sauna was discussed and governors had some concerns of the pricing that was being charged to users. It was agreed for more research to be done on competitors and maybe increase the price of the use of the sauna. Governors felt that more benefits to existing customers needed to be in place. ET explained that there will be a 6 week free sauna taster session for existing customers. An indepth conversation was held on junior memberships after discussion it was agreed that junior membership rates should continue from around age 12/13. If they wanted to book for example the badminton courts it was discussed that at least one parent name and number was needed in case of emergency. – This was to be looked into further.

To provide a high quality of customer experience that maximises customer satisfaction- the dates of the proposed refurbishments were discussed with the guidelines on the proposed work. Governors had concerns on workman having access to the school site.

To provide a high standard environment that is clean, safe, attractive and fit for purpose. Reducing our carbon footprint where possible.

Develop strong links with the Sports Centre key stakeholders to improve the centre – New management structure was discussed.

To increase and encourage community participation, particularly improving health, well being and equally for underrepresented groups.

To maximise the opportunities provided by key sporting events. – London to Cambridge bikeride was discussed as staff are doing this to raise funds for a local mental health football group who have lost their funding.

9. **Health and Safety Update:** BN went through the injuries that had occurred since the last meeting. There was little to report with only minor injuries being reported and one reportable one to CCC. This was dealt with accordingly.
10. **Ofsted Updates:** Nothing to add.
11. **Budget Updates:** MR gave an overview of the budget which had been circulated prior to the meeting. The key areas were outlined and discussed. MR asked governors to email any queries that they may have on the budget. Governors were happy with the figures that were presented.
12. **AOB:** MR gave had enquired and received some news that Mike George had given us a £10'000 grant towards are refurbishments. MR agreed to email governors more information once received.
13. **Date of next meeting:** TBC

