

## **ASA South East Region**

### **Management Board Meeting - 5 December 2006**

#### **REPORT**

For information and circulation to: Sub-Regional Secretaries and Sub-Group Managers

*Items on the Agenda included:*

#### **Regional Annual Dinner 2007**

Please note that the date for 2007 **Annual Dinner** has now been confirmed as the evening of **Saturday, 8 September 2007**. Please help the office to publicise this date as widely as possible. More information in regards to arrangements for the dinner will be circulated to you in the New Year.

#### **Guidelines for Contractual Arrangements**

The Region adopted contractual arrangements back in October 2005. Twelve months later, the Board agreed for the Regional Director to consider working with consultants to generate additional income. It was now necessary to put in place procedures for signing contracts, differentiating between budgeted and non-budgeted items.

The Board **agreed** to accept the proposals that, providing the expenditure is included in the budget approved by the Regional Management Board, or has been approved by express decision of the Board, contracts for the provision of goods or services to the Region shall be signed on behalf of the Region as follows:

- up to £5,000 in value or amount in a budget year by (a) the Regional Director, or (b) Discipline Managers, Event Managers, Trophies Controller, Regional Development Officers, subject to a copy of the signed contract being supplied to the Regional Director in respect of those signed by persons listed at (b)
- for £5,000 and above by the Regional Director.

If there is any doubt about the terms of a contract, the advice of the Regional Director must be sought.

If the Regional Director has doubts about the terms of a contract, or the contract exceeds £5,000 in value or amount, the draft terms of contract shall be submitted to ASA Legal Services for advice.

#### **Sub-Regional Structure in the north of the Region**

At its meeting in July 2004, the former Shadow Regional Management Board considered a report flagging up issues about a sub-regional structure for the sport, post 1 October 2005. One of the decisions made was to accept the principle that sub-regional organisations/county associations shall have boundaries coterminous with the boundaries of one or more county sports partnerships. Also, to request that the Berkshire and South Buckinghamshire (BSB) and Oxfordshire and North Buckinghamshire (ONB) County Associations report to a future meeting on whether/how the principle of boundaries coterminous with the boundaries of one or

more county sports' partnerships could be implemented in Berkshire, Buckinghamshire and Oxfordshire.

The Shadow Region carried out a consultation via a questionnaire and, amongst the 15 (30%) of the 50 clubs of ONB and BSB that responded to the questionnaire, ten clubs favoured the option of the three geographical counties merging to form a single sub-regional body. However, after extensive consultation between BSB and ONB, they failed to agree on this line of action.

After lengthy discussion, the Board **agreed** "to instruct ONB and BSB to form a new organisation within a period of twelve months with boundaries covering the Oxfordshire CSP, Berkshire CSP and Buckinghamshire CSP to carry out the functions of a sub-region. A list of benefits should be clearly outlined." There was no reason why the two existing "Counties" should not continue to exist and, among other things, to run their own individual competitions.

### **Education Update**

There have been some significant changes to the education system. Jenny Norvill, Regional Education Officer has been appointed to oversee the implementation of the new system and development of tutor, teachers, coaches and officials. You are advised to check the regional website for any updates. JN is also attending sub-regional executive / management committee meetings and working with regional groups to keep you all up to date.

### **ASA Funding to Regions 2007/2008 onwards**

The Regional Chairman, Board member responsible for Finance and Regional Director recently attended a meeting with the ASA and representatives of Regions to discuss future ASA funding to Regions. In summary, the Region will enjoy, in 2007/08, a similar level of funding, in cash terms, as that enjoyed in the current year. The principle of reducing support to Regions, over time, will still apply, hence tapping into external sources of funding remains a significant issue for the Region and will be a rising priority as years go by. Performance against agreed KPIs is paramount for the ASA to continue its support to the Region.

### **Regional affiliation fee for other bodies**

The Board considered regional membership fee for other associations. The Board agree to increase the regional fee for those from £20 to £25 in line with the minimum fee for clubs.

### **Appointment of new Regional Office and Finance Administrator**

A new Regional Office and Finance Administrator, Joan Massie has been appointed and will start her new job on Tuesday, 2 January 2007.

Please let us know if you are finding these reports useful. Your comments will be greatly appreciated

*Roger Prior (Regional Chairman) and Eli Karlicka-Cook (Regional Director)*  
December 2006