



# CHARTERED INSTITUTE OF SPORT

## PROGRESS UPDATE

March 2009

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PROJECT WORKING GROUP



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## Session outline

- background and rationale
- project working group
- progress update
- proposals for a new chartered institute
  - role
  - remit
  - services
  - membership
  - education, qualifications and professional development
  - governance structure
  - partnership working.

## Session outline (cntd)

- process and timeline
- next steps

## Background and rationale

- need for a single professional body to represent and present a united sports sector
- demand for education and professionalisation of key parts of industry
- call for greater gravitas both within and outside sector
- requirement for greater coordination and partnership working within overlapping parts of sector and existing bodies
- crucial and opportune time (in particular with London 2012) to capitalise on interest in, and support, for sport at all levels.



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## Chartered Institute status

- a Royal Charter is granted by the Sovereign (on the advice of the Privy Council) to recognise and grant special status to an incorporated body
- Royal Charters reserved for bodies working in the public interest which can demonstrate:
  - *pre-eminence*
  - *stability*
  - *permanence*
- Charter status provides enhanced respect and influence for sector, particularly within government and industry
- ensures ready access to government, its agencies and industry
- enables more and better partnership working
- raises image and profile of sector.



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## Benefits of a new Chartered Institute for sport

- improve and enhance public awareness
- provide leadership and guidance across the industry
- provide professional qualifications – examination, continuous training and development
- advance and disseminate knowledge, skills and best practice
- promote high standards of professional skill and expertise
- generate gravitas and respect, promote the industry as a professional entity
- ensure our seat at the “top table” of industry and government.



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## Obtaining Charter status

- Charter awarded by Privy Council
- written application made to Privy Council office in two parts:
  - 1. *Submission of Preliminary Memorandum***

contains a summary of why the new body should be awarded charter status, including: outline of body's history; role; achievements; dealings with government; and current pre-eminence in field.
- Privy Council consider application and consult with relevant stakeholders within and outside sector (including government departments).

## Obtaining Charter status (cntd)

- once clear of any significant opposition

### **2. *Submission of Formal Petition***

Contains formal and detailed application for charter status, including current incorporation; financial position; size, composition and existing qualifications of existing membership; extent and character of activities; and grounds on which grant of a Charter is desirable and justified.

- final approval from Privy Council normally granted within 4-6 months of submission of Preliminary Memorandum. This period can however be considerably longer

## Other professions and institutes

- 25,000 members of Royal Town Planning Institute
- 95,000 members of Royal Institute of Chartered Surveyors
- 36,761 members of Royal Institute of British Architects
- 9,409 members of Chartered Institute of Water & Environmental Management.



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## The opportunity

- 250,000 – the indicative number of professionals working in our sector
- 50,000+ - the number of graduates qualifying each year with a sector related degree
- 5,000 – the combined current total of ISPAL + ISRM members

This represents less than 2% of professionals  
currently within the sector



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## Project Working Group

- established June 2008 under Memorandum of Understanding
- to guide formation and establishment of a new Chartered Institute for Sport (working title)
- comprises representatives from ISPAL and ISRM, as follows:

### ISPAL:

**Peter Mann, Chair, ISPAL**

**Paddy Corcoran, Trustee, ISPAL**

**Jane Nickerson, Trustee, ISPAL**

### ISRM:

**Marc Newey, Chair & Trustee, ISRM**

**Andy Varnom, Past Chair, ISRM**

**David Morby, President & Trustee, ISRM**

Plus retained professional advisors – sports lawyer, management consultant and legal advisors experienced in working with both the Privy Council and the Charities Commission



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# Progress update

## 1. Consultation

- extensive stakeholder consultation carried out within sector:
  - NGBs (including FA, RFU, ECB, LTA, ASA)
  - Home Countries Sports Councils (Sport England etc)
  - National sports organisations (CCPR, YST, SCUUK, BUSC)
  - Individual membership organisations (IOG, BIGGA)
  - Trade associations (SAPCA, FIA).
- consultation also carried out with relevant organisations outside sector, including:
  - Greenspace
  - Play England
  - Institute of Hospitality (IOH), Institute of Travel and Tourism (ITT).

## Progress update (cntd)

### 2. Liaison with DCMS

- meeting held with Gerry Sutcliffe, Minister for Sport, in January 2008
- letter confirming DCMS's support received June 2008
- offer of £5,000 towards legal costs of establishment
- regular meetings held with Jonathan Hughes, Head of Sport at DCMS
- confirmation that DCMS will act as Sponsor for application to Privy Council.

## Progress update (cntd)

### 3. Liaison with Privy Council

- informal consultation carried out in December 2008 with Privy Council office
- ongoing liaison and guidance between Privy Council office and Farrer & Co (legal advisors).

### 4. Education, professional standards and training

- liaison and consultation with Education and Professional Development Boards of ISRM and ISPAL regarding education, qualifications and training
- beginning process of consultation with relevant bodies (QCA, SkillsActive).

## Proposals for a new Chartered Institute: remit

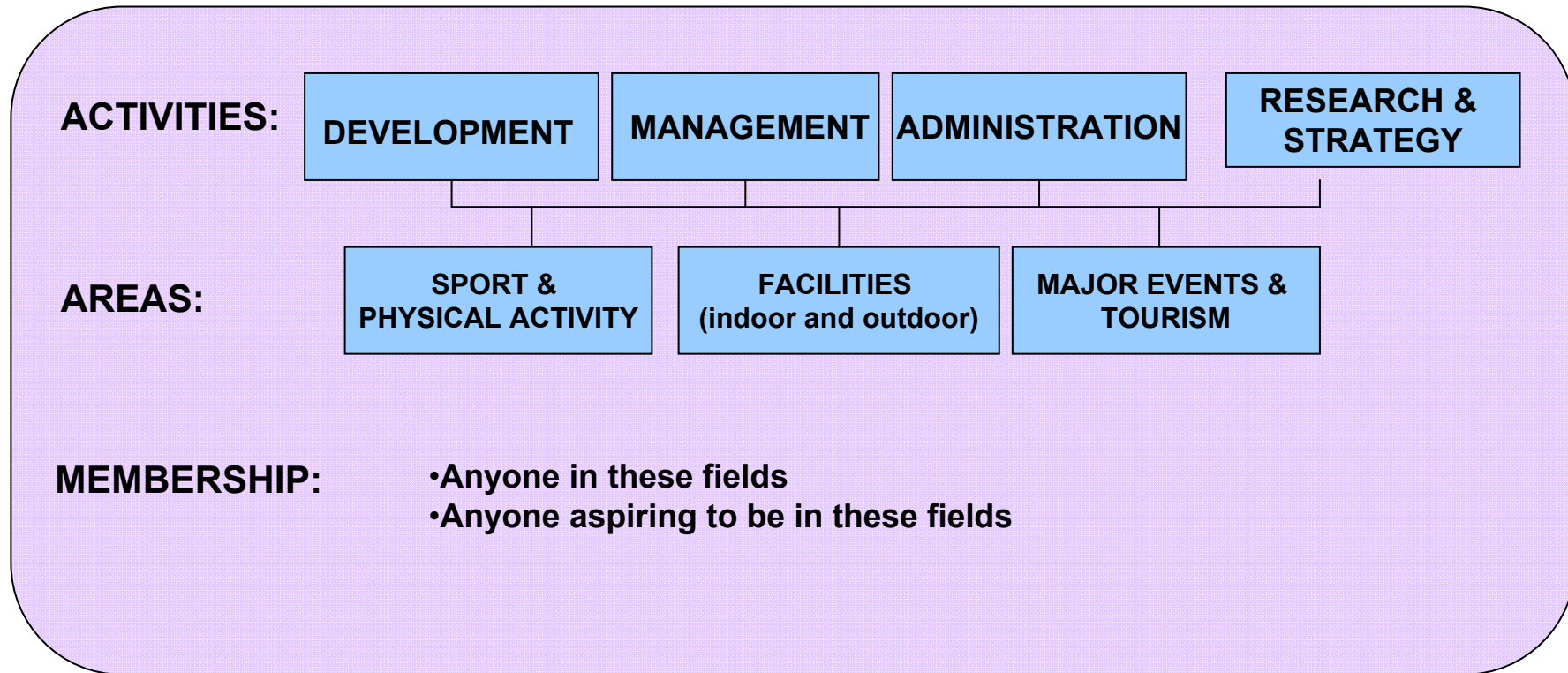
- a UK-wide body, encompassing all Home Countries
- aimed at following activities:
  - development
  - management and administration
  - research.
- in the fields of:
  - sport and physical activity
  - facilities (indoor and outdoor)
  - major events and sport tourism.



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# Proposals for a new Chartered Institute: remit (cntd)



## Proposals for a new Chartered Institute: services

- **quality education and training opportunities**
  - career orientated qualifications
  - specific and generic seminars.
- **information sharing**
  - “best practice” events and resources
  - regular industry and information updates
  - representative role for sector in responding to government plans, EU proposals, parliamentary committees etc
  - mentoring.
- **publications**
  - regular magazine for membership
  - industry specific publications
  - training books and “tool kits”
  - specialist reference works
  - partnerships with other organisations and publishers to produce and retail products.

## Proposals for a new Chartered Institute: services (cntd)

- **professional and social networking**
  - conferences and events (at both regional and national level)
  - links and events with other organisations
  - internet based “Members’ Forums”
  - “virtual” networking systems
  - platform to bring together national and UK sports organisations.
- **jobs and careers advice**
  - careers advice for new and existing professionals in sector
  - vacancy recruitment/matching services
  - advice for employers.
  - Working with volunteer organisations (major events)

## Proposals for a new Chartered Institute: services (cntd)

- **research and resources**
  - market research and surveys
  - resource library
  - specialist directory for suppliers and services
  - provision of specialist advice.
- **driving and informing Government policy**
  - working closely with relevant Departments (DCMS/DOH etc)
  - working with key stakeholders (Sport England, CCPR, FIA etc)

## Proposals for a new Chartered Institute: membership

- broadly based on existing ISRM and ISPAL structures and those of parallel institutes
- different levels of membership
- “chartered” and “non-chartered” members:
  - “Fellows” and “Members”
  - “Associate Members”, “Affiliate Members” and Student Members
  - PWG considering further membership level to fit between Associate and Chartered Member.
- progression through CPD framework.



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## Proposals for a new Chartered Institute: qualifications, education and professional development

- key objective: a credible and recognised system of qualifications for areas covered by a Chartered Institute
- based on incorporation and expansion of existing qualification and CPD programmes of ISRM and ISPAL
- development of range of qualifications, based on analysis of gaps in existing educational framework
- long term objective of achieving Awarding Body Status in CIS's own right.



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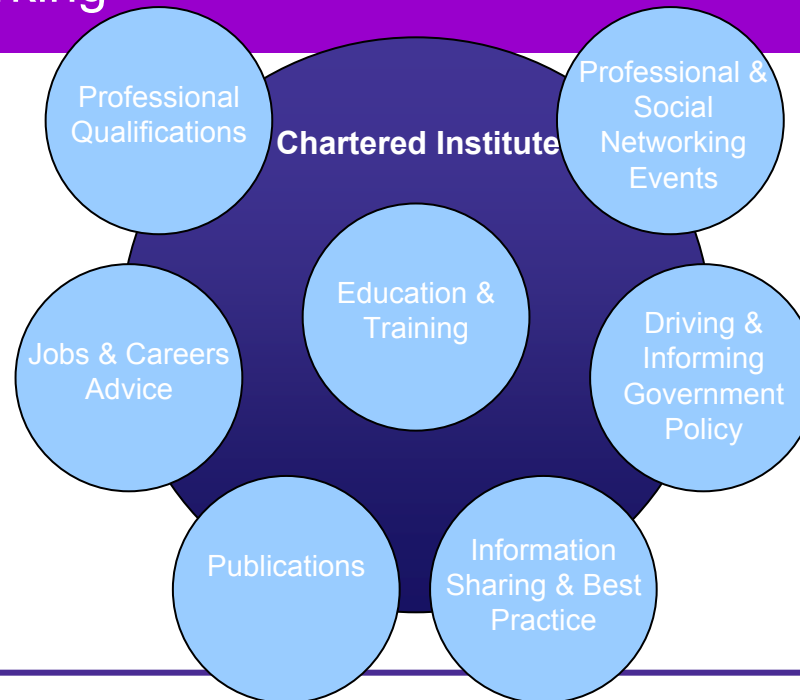
## Proposals for a new Chartered Institute: qualifications, education and professional development (cntd)

- continuous professional development programme for members (compulsory at certain membership levels)
- skills and competencies based
- delivered through training courses and events organised internally and in partnership with third party organisations
- will enable professional and personal development within industry and within CIS.

## Proposals for a new Chartered Institute: governance structure

- detailed proposals currently being considered by PWG
- key principles agreed to date:
  - strategic, competency based, focussed CIS Board - including direct representation from membership of CIS
  - high profile, Chair (with honorarium) as an ‘outward’ face of CIS
  - Chief Executive Officer – the main link between Board and Executive functions, ensuring strategy is delivered
  - National and Regional committee structure feeding into a ‘Nations & Regions Board’ – provides the mechanism for membership representation at Board level.

# Proposals for a new Chartered Institute: partnership working



## KEY STAKEHOLDERS

DCMS  
DOH  
DCSF  
UK Sport  
Sport England  
sportScotland  
Sport Wales  
Sport Northern Ireland

Home Country Sports Institutes  
NGB's (including FA, LTA, ECB, RFU, ASA, UKA)  
CCPR; YMCA  
Youth Sport Trust  
BISL

British Universities and College Sport  
British Olympic Assoc.  
British Paralympic Assoc.  
Sports Coach UK  
EFDS  
FDSO  
WSFF

Local Authorities  
Leisure Trusts  
Private Facilities  
BASES  
IOG; GCMA  
BIGGA  
GreenSpace  
Play England

CLOA  
VOCAL  
SAPCA  
SPORTA  
Fitness Industry Assoc.  
Sporting Equals  
SkillsActive  
QCA



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# Formation of a Chartered Institute: process and timeline

## TIMELINE (approx):

December 08



May 09



May – tbc



tbc



## PROCESS:

Informal consultation with  
Privy Council (“PC”),  
Charities Commission (“CC”)



First part of application submitted to PC  
(Preliminary Memorandum, draft Charter and  
Byelaws)



Preliminary Memorandum put out  
for consultation by PC.

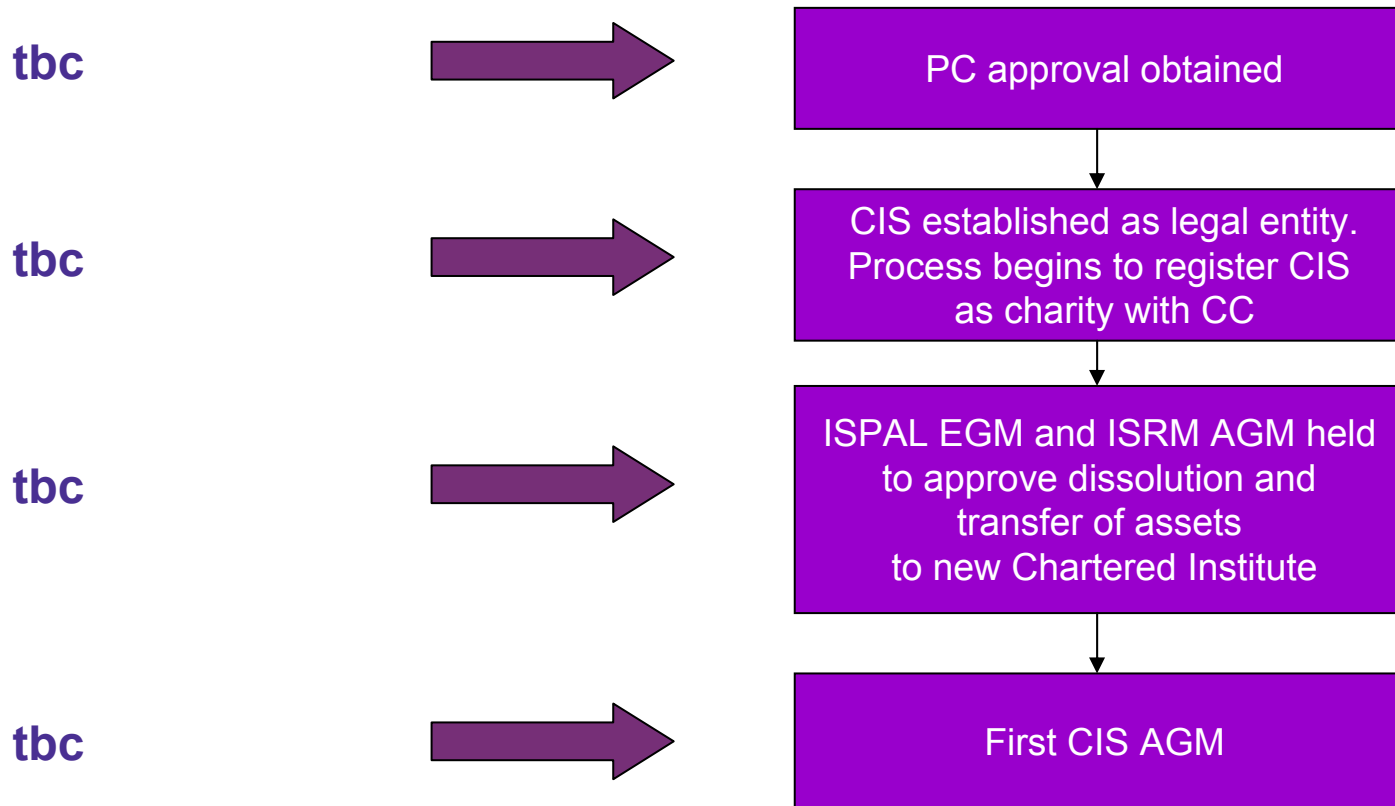
Key issues identified, raised with  
relevant stakeholders



Second part of application submitted to PC  
(Formal Petition)

# Formation of a Chartered Institute: process and illustrative timeline (cntd)

assuming all issues resolved and PC criteria met:



## Next steps

- support and guidance from existing Trustees and CEOs of ISPAL and ISRM
- coordinated consultation with existing membership
- second round of consultation with key stakeholders to obtain tangible support
- drafting and preparation of application to Privy Council.



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