

# GREATERSPORT

## Minutes of the Meeting of the Main Board

23<sup>rd</sup> September 2021

Ducie Street/Virtual meeting (Zoom)  
9.30 – 12.30

### Present:

#### **Trustees/Directors**

- Mike Perls – Chair
- Sarah Brown-Fraser (dialled in)
- Rob Young
- Dan Cropper
- Rob Mukherjee
- Katy Calvin-Thomas
- Leanne Feeley (Zoom)
- Warren Heppolette
- Richard Roe

#### **Officers**

- Hayley Lever
- Richard Davis-Boreham
- Eve Holt
- Matt Stocks
- Alex Bielecki
- Shirley Hurst (TIF – Zoom)
- Beth Sutcliffe

### **1. Welcome and Apologies**

Mike Perls welcomed everyone and introduced the meeting. Apologies were received from Sanjay, Graham, Marilyn and Justine.

### **2. AGM**

- Minutes of last meeting (Sept 2020) were approved – Rob Young approved/ Warren Heppolette seconded.
- There were no matters arising.
- Membership
  - Mike Perls was re-elected as Chair
  - Warren Heppolette was re-elected as SID
  - Renewals of 3 year term of office – Rob Mukherjee, Warren Heppolette, Katy Calvin-Thomas and Sarah Brown-Fraser are all continuing into a 2<sup>nd</sup> term.
- Changes to directors – it was noted that Jen Mossop-Scott had resigned (due to emigrating), Paula Dunn had left the board and Graham Whitham had become a Trustee (previously having been an observer).

- Sub-committee membership
  - Nominations & Remuneration – Rob Young (Chair), Mike Perls, Sarah Brown-Fraser and Graham Whitham
  - Audit & Risk – Richard Roe (Chair), Dan Cropper, Sanjay Bhandari and Marilyn Comrie.
- Lead roles
  - Sanjay Bhandari to undertake the Welfare lead role
  - Sarah Brown-Fraser to undertake the Equality, Diversity & Inclusion role
  - Dan Cropper to undertake the Safeguarding lead role
- Appointment of auditors – it was agreed to re-appoint Slade & Cooper as auditors (procured in 2019 for 3 years)
- Approval of accounts – these had been delayed (but subsequently circulated) due to Covid restrictions and sickness. Approved by board.
- Audit Report – awaiting report from the Auditors. This will be circulated as soon as it is available.
- Governance statement – to be placed on our website and circulated to all Trustees once the final audit report has been approved.
- Declaration of interests – Alex Bielecki to circulate a blank form for completion. Board to sign and return before next board meeting.

### **3. Minutes from the last meeting of 24<sup>th</sup> June 2021**

The Minutes of the last meeting accepted as a true and accurate record (by all present).

#### **Matters arising**

- No specific reward & recognition examples sent to Matt. We will get some ideas/proposals together and then circulate to the board (Matt Stocks)
- Business plan –feedback received from trustees

#### **Declaration of Interest**

- No additional declarations at this meeting.

## **Operations**

### **4. CEO update**

- A lot has happened since the June board meeting:
  - Strategy launch – GM Moving in Action
  - GreaterSport Business Plan
  - Journey of the team- personal, professional, reconnecting in the office and team away day.
  - Progress with future funding conversations and processes with Sport England, GMHSCP and GMCA.

- Has been difficult to create the conditions for the team to slow down over the summer months, because of the above areas of work that have created a busy time for all. Most of the team have taken/are taking a holiday, but also need to find time to slow the pace a bit. Not right to maintain this intensity right through to Christmas holidays. Look after wellbeing.
- Strategy – GreaterSport team have been the 'engine room' of the work, with other key partners on the strategy team, and widespread engagement. The work that the comms team and others have done on brand positioning and partner's identifying their role in GM Moving has enabled a clearer articulation of our role and others in the strategy and the movement.
- GMHSCP funding – paper submitted for investment for April 2022-March 2025. Asked for a similar level of investment as currently, with a shift to create leadership capacity and 'delivery' resource. This will cover Walking central team and contribution to GM Moving Strategic Leadership. Positive response verbally but not definite funding agreement or clarity of when a response will be forthcoming, which is due to national context and ICS formation/resourcing timescales.

## **Actions**

- None

## **5. Audit & Risk sub-committee**

- Two main focus areas–
  - Risk plan/report – there are challenges but worked well to mitigate against any risks.
  - Financial element in a challenging economy. Reserves healthy for GS to fall back on. Will help with recruitment discussions/decisions. Discussions with Sport England are positive (particularly with CEO) and awareness of what we are delivering.
- Richard outlined current financial position. (See presented slides)
- Reserves will be slightly decreased – slight shift from 'Growth' to 'Comfort'.
- Stretch conversation starting with Sport England (identified in our risks) re areas that we would like to deliver.
- Tim Hollingsworth (Sport England) coming up to GM at the invite of the GM Moving co investment group (MoU partners)
- Hayley Lever asked for some board support coming out of diagnostic work on organisational strengths, areas for development to turn this into our improvement plan; in particular around understanding progress and impact– Warren Heppolette offered to support this.
- Cost of living increase in salaries – there is 2% in the budget to manage any increase (currently 1.75% offered by Gov't)
- There are two main risks – office space closure and the launch of strategy impact.
- Other risks were outlined (slides) and board pack.
- Katy Calvin-Thomas – there is a complex range of things to be juggling. Capacity challenge over next few months. What can be paused? Other

thought around working through what is the scenario if funding is not forthcoming.

**Actions:**

- Warren to be invited to meet on progress/impact measures and improvement planning.

**6. Noms & Rems**

- See slides
- Succession planning for trustees – 3 year termly reviews with timetable outlined. Matt Stocks is managing the process for renewal of trustee terms.
- Need to timetable future discussion over planning for end of 3 year terms for Rob Young and Richard Roe (March 2023)
- Link board members and lead roles outlined (see slides). A proposal at this stage – feedback needed for link board members (by the end of September).
- Remuneration and job evaluation process – outlined progress to date on the work with the consultant.
- Also, in terms of timing with finance implications. There will be a 'managing expectations' element to be taken into account.
- There will be a cross-over between the timing of the remuneration discussion vis a vis the funding position. Need to ensure that there is scope in the funding work to Sport England to allow for outcome of job evaluation process (Action Richard David-Boreham/Matt Stocks)
- Staff changes outlined (see slide).

**Actions:**

- Exec Team to ensure:
  - Time to support staff around job evaluation.
  - Budgeting and investment plans leave scope to respond to job evaluation outcomes.

**Strategy**

**7. Exec highlights**

- Beth Sutcliffe ran through the Exec report and highlights of the work of the team – used the video to pick up work areas and what has been delivered
- Shirley Hurst joined (via Zoom) re the delivery of the Tackling Inequalities Fund. See slides re phases 1 & 2 of the funds.
- Phase 3 – aim was the establishment of a GM moving Equalities panel. See slides on the process.
- We need to move from a 'piece of learning' to deploy into the business plan. Where else does it need to be applied for future work?
- Leanne Feeley asked about the connect between this work and localities/local authorities and community groups and also concern of risk of duplication.

Shirley explained how this had been achieved so far and what the future plans were to ensure this continues.

#### **Actions**

- None

### **8. GM Moving in Action strategy launch**

- Eve outlined the very successful launch of the strategy.
- A video was shown on getting moving into everyday life that was used on the launch day.
- Framework and key priorities outlined (see slides) –mission (Active Lives for All), 5 priorities, ways of working, catalysts, key outcomes, enablers etc.
- The Chair and the rest of the board acknowledged the amount of engagement and work that had led to this success and congratulated the team.

#### **Actions**

- None

### **9. GS Business Plan**

- The Business plan and priority plans had been circulated to trustees ahead of the meeting
- Link board members to be sent relevant priority plans for their areas.
- Matt Stocks has translated system wide priorities into our teams working and priorities.
- The Chair and the Board recognized the way that the Business Plan clearly sets out GreaterSport's role in GM Moving in Action, how well aligned they are and the progress made in clarifying role, priorities and actions of the team. Hayley Lever outlined plans to look at Priority Plans the following week at the team away day, and the Exec team plans to read across and look at capacity as the next step, ensuring plans are realistic and focused with effective ways of working.

#### **Action**

- None

#### **Any other business**

- The Chair and board reflected on the massive professional and personal contribution Alex Bielecki has made to GreaterSport, said thank you and goodbye as it was his last meeting before retirement after over 12 years as Company Secretary/employee of GreaterSport.

#### **Next Board Meetings**

- 9<sup>th</sup> December 2021
- Future dates to be agreed by Chair.

**Future Sub - Committees**

- Audit & Risk – 11<sup>th</sup> November 2021
- Noms & Rems – 25<sup>th</sup> November 2021