

**Sport Across Staffordshire & Stoke-on-Trent
Board Meeting**

16th July 2019, 2.00pm

Walton Room, Stafford Borough Council



Meeting Minutes

Present Attendees		Apologies	Also Distributed To:
Malcolm Armstrong (MA)	Chair	Tim Clegg	SASSOT Core Team
John Bolan (JB)	Consultant	Toyin Higgs	
Lee Booth (LB)	SASSOT Team Observer	Ian Kelsall	
Angela Dale (AD)	Keele University	Rebecca Roberts	
Cllr. Mark Deaville (MD)	Staffordshire County Council	Jonathan Topham	
Alistair Fisher (AF)	Stoke-on-Trent City Council		
Elaine Gale (EG)	Consultant		
Martin Harlow (MH)	Consultant		
Jane Kracke (JK) Notes	Chief Operating Officer, SASSOT		
Lee Mason (LM)	Active Partnership		
Graham Macpherson (GM)	Sport England		
Prof. Derek Peters (DP) Notes	Independent		
Kimiyo Rickett (KR)	Senior Independent Director		
Jude Taylor (JT)	Director, SASSOT		
Prof. Pauline Walsh (PW)	Independent		

No.	Item Topic
1.	Apologies – as above
2.	Declarations of Interest - None
3.	Minutes of Last Meeting – 9 th April 2019 <ul style="list-style-type: none"> Accepted as a true record Update on Actions deferred to next meeting
4.	Reports <ul style="list-style-type: none"> Discussion by exception Strategy Advisory Group update (Verbal – JT): SASSOT attended June HWBB to present papers that proposed to recognise SASSOT as the the lead agency for physical activity workstrand and to use its existing governance arrangements (SAG) to provide oversight to the work moving forward. These proposals were accepted with Tim Clegg agreeing to provide representation on behalf of SASSOT at future HWBB meetings.
5.	Hosting v Independence <ul style="list-style-type: none"> The consultants presented their report and answered questions LB gave an overview of staff views, concerns and considerations JT and JK provided the perspective of the Director and Chief Operating Officer LB, JK and JT left the meeting The following decisions were made: <ul style="list-style-type: none"> That SASSOT should become an independent organisation, likely to be a CIO (charitable incorporated organisation) That staff will be TUPEd to the new organisation, with a target date of 01.04.20 That three Board members will work with JT to progress this work (MA, KR, PW) That EG and JB will provide a quote for consultancy support with the transfer – Action Point 1 JT and JK returned to the meeting and were informed of the above decisions (these were also communicated to the Team immediately after the meeting)

9.	<p>Date of next meeting(s)</p> <ul style="list-style-type: none"> • Tuesday 15th October 2019, 2pm, Stafford BC • Tuesday 21st January 2020, 2pm, Stafford BC • Tuesday 21st April 2020, 2pm, Stafford BC • Tuesday 14th July 2020, 2pm, Stafford BC • Tuesday 20th October 2020, 2pm, Stafford BC
----	---

Actions	Owner	Date
1. Provide quotation for consultancy support during transfer to independence	JB / EG	31.08.19

Prepared By:	Date	Checked By	File Code
Jane Kracke	19.07.19	Malcolm Armstrong	Board Minutes 16.07.19