

Meeting Minutes

Present Attendees		Apologies	Also Distributed To:
Malcolm Armstrong (MA)	Chair	Mark Deaville	Core Team
Jude Taylor (JT)	Director, SASSOT	Prof. Pauline Walsh	
Jane Kracke (JK)	Chief Operating Officer, SASSOT	Toyin Higgs	
Kimiyo Rickett (KR)	Senior Independent Director	Alistair Fisher	
Tim Clegg (TC)	Stafford Borough Council	Jonathan Topham	
Derek Peters (DP)	Board Representative		
Rebecca Roberts (RR)	Board Representative		
Sarah Getley (SG)	Board Representative		
Sharon Heath (SH)	Board Representative		
Hazell Thorogood (HT)	Admin Office Manager		
Camilla Denham-White (CDW)	SASSOT		

No.	Item Topic
1.	Apologies As above
2.	Declarations of Interest Jane Kracke, Jude Taylor, Camilla Denham-White and Hazell Thorogood as employees of SASSOT.
3	Welcome to new Trustees Sharon Heath and Sarah Getley. <ul style="list-style-type: none"> - SH is a Management Accountant at Everybody Sport and Recreation, has a strong financial background and links within charity and sporting. - SG is the Assistant Director for People at SCC and is very experienced in Local Authority and Health and Wellbeing.
4	Minutes of last meeting 21.01.20 <i>Enc. 1</i> – The minutes were agreed as an accurate record.
5	SASSOT's Response to Covid-19 <i>Jude Taylor</i> <ul style="list-style-type: none"> - JT discussed the SASSOT Response with the Board (Enc 2). - The approach to physical activity seems to have altered and people are viewing physical activity as a coping method, forming different habits during this time. - Sport England are doing a survey of 2000 people initially looking at physical activity behaviours. - A survey for Children and Young People will be issued this summer via Active Lives. - CHAD via Staffordshire University have also sent a survey out. - Action 1: RR advised she will share some youth reports from Young Minds which echo Sport England findings that young people are finding physical activity useful during this period. - Claire Greenwood is focusing on the clubs in most need and looking at how SASSOT can support. - KR commented that the situation could drive up inequality via some families / individuals lacking the environment to exercise in / equipment to exercise with. <p>A delivery plan has been created outlining the roles and responsibilities of the team in connection with the above priorities.</p>

	<p>Regarding the key points:</p> <ul style="list-style-type: none"> - JK commented that we need to be responsive to behaviour change in the long term when prior habits could return. - Seasonality was discussed as it is fortunate that weather has been good; the approach may need to change in the autumn / winter. In addition, summer sport organisations may lose a whole year of productive time. - The group discussed the 'new normal' and requested all send in any ideas to help shape communications.
6	<p>Strategy Consultation <i>Jude Taylor</i></p> <ul style="list-style-type: none"> - Sport England Strategy Consultation: SASSOT was due to start on a strategy consultation inline with Sport England however SE have halted their process at the moment. - DECISION 1: It was agreed that SASSOT will postpone work on the strategy until there is a clearer picture of what the priorities should be.
7	<p>Staff Showcase – School Games: Response to Covid-19 <i>Camilla Denham-White</i></p> <ul style="list-style-type: none"> - Weekly SGO meetings are taking place in Staffordshire and Stoke on Trent. - The SGO's have been tasked to try and provide 60 minutes of activity per day for the young people in their area. As a county we are going to produce an online resource to be issued monthly to all the schools in the area to detail physical and mental challenges they could take part in including national links and a spotlight on a particular sport. - The 1st edition should go out w/c 27th April. - A regional CYP meeting is taking place next week. - The Summer Festival isn't cancelled yet however back up plans cannot be formalised until we have more concrete information on when schools will return. - Mailchimp records whether any recipients click on certain links which would provide feedback on whether the online resource is being used. Each SGO will send the resource out to their respective school contacts for GDPR purposes.
8	<p>Transfer of Union Recognition Agreement <i>Jude Taylor Enc 3</i></p> <ul style="list-style-type: none"> - The group discussed the TURA –JT advised SASSOT has already sought legal advice and there is no case law surrounding this. - DECISION 2: The Board agreed to option A: The Trade Union Recognition Agreement should not transfer from SBC to Together Active as part of the TUPE agreement.
9	<p>Reports (discussion by exception) Chair's Actions <i>Malcolm Armstrong Enc. 4</i></p> <p>PALS (Formerly SLCOF) <i>Malcolm Armstrong Enc. 4</i></p> <p>Finance & Audit Group <i>Enc. 5</i></p> <ul style="list-style-type: none"> - Currently there is no concrete way to know what we need to allocate funds to, due to the current situation. - The five year forecast is now green however this still reduces funds in the savings in the long term. <p>Governance & Appointments Group</p> <ul style="list-style-type: none"> - Action 2: The group is looking for another member for the GAG. Please let HT know if you wish to join. <p>Director and Chief Operating Officer Report <i>Enc. 6</i></p> <ul style="list-style-type: none"> - SLA's with LA's are currently being agreed. SBC and LDC have signed. - The LA income is a risk going forward. - The Delivery plan for 2020-21 was for the 'as was' situation before C-19 however a new document is being produced with the key focus for staff in the current situation. <p>Independence Working Group <i>Enc. 7</i></p> <ul style="list-style-type: none"> - The office move is delayed until 1st September but all tasks are being moved forward as much as possible over this period of time. - JT noted SASSOT's thanks to SBC for their support and continuing assistance over this

	period.
10	<p>The group discussed the best time to hold Board meetings.</p> <ul style="list-style-type: none"> - The group noted key times they were unavailable for Board meetings in 2021. - RR – Afternoons preferable - SG – Avoid Wed afternoon - SH – Flexible - DP – Flexible - KR – Avoid Wednesday or Thursdays. <p>Action 3: JT to check which time on a Tuesday is preferable for Mark Deaville, and a new time for the Board will then be suggested.</p>
11	<p>Date of next meeting(s) – Please note, meetings may be held virtually</p> <ul style="list-style-type: none"> • Tuesday 14th July 2020, 2pm, Stafford BC • Tuesday 20th October 2020, 2pm, Stafford BC

Actions	Owner	Date
1. RR advised she will share some youth reports from Young Minds which echo Sport England findings.	RR	14.07.20
2. The group is looking for another member for the GAG. Please let HT know if you wish to join.	ALL	14.07.20
3. JT to check which time on Tuesday is preferable for MD, and a new Board time will then be suggested.	JT	14.07.20

Decisions
DECISION 1: It was agreed that SASSOT will postpone work on the strategy until there is a clearer picture of what the priorities should be.
DECISION 2: The Board agreed to option A: The Trade Union Recognition Agreement should not transfer from SBC to Together Active as part of the TUPE agreement.

Prepared By:	Date	Checked By	File Code
Hazell Thorogood	21.04.20	Malcolm Armstrong	Board Minutes 21.04.20