

Present Attendees		Apologies	Also Distributed To:
Paul Muir (PM) - V Jonathan Topham (JT) - V Carly Jones (CJ) - P Georgia Phillips (GP) -P *V=Virtually P=In person	Chair Trustee Chief Executive Officer Administration Officer	Pauline Walsh (PW)	Board

Meeting Minutes

No.	Item Topic
1	Apologies As above
2	Declarations of Interest CJ and GP as staff members.
3	Minutes The minutes of the last meeting were confirmed as accurate. Two carried forward actions as seen below.
4	<p>Board meeting agenda and format PM stated how virtual meetings can be suitable for FAC and GAC meetings, however, Board Meetings are best in person where possible. CJ stated the format of the CEO report has changed slightly.</p> <p>Place Based Investment: CJ stated how Sport England are investing in specific areas through Place Based Investment – including potentially Stoke-on-Trent. She stated how we are having conversations with consultant Chris Perks around how he may be involved with helping to support this piece of work.</p> <p>Detailed discussion to take place in next Board Meeting about what we want from this piece of work.</p> <p>Board Development Plan to be discussed at the Board meeting.</p>
5	Safeguarding Action 1: Safeguarding to be made a reoccurring item for Board Meetings
6	<p>Tier 3 Update Business Continuity Disaster Recovery Plan: CJ stated how that this is rated red due to restructure and staffing changes however this is being monitored, and we are not behind deadline with this.</p> <p>Evidence of Factoring Impact on Stakeholders, Wider Society and the Environment into Our Decisions: CJ stated how the requirement to meet this was to create an Environmental and sustainability policy, but how it isn't required. All agreed that CJ will research what approach to take.</p>

	Action 2: CJ researching and coming back with an idea for an Environmental and sustainability policy
7	Transformation Update PM says well done to TA on how this process was handled.
8	Dates for 2023 Thursday 9 th November

Actions		Owner	Date
C/F from 04.23:	PM will set up a Trustees only / Chair meeting in regards to the sub-committee review. – 14/09 meeting: Paul to see if appropriate – action still	PM	11.07.23
Action 1:	Safeguarding to be made a reoccurring item for Board Meetings	ALL	
Action 2:	CJ researching and coming back with an idea for an Environmental and sustainability policy	CJ	

Decision		Owner	Date

Prepared By	Date	Checked By	File Code
Georgia Phillips	14.09.23	Hazell Thorogood	Governance Appointments Committee Minutes 14.09.23