



MSP - Advisory Board (MSPAB)

Friday 1st December 2017, 09.00 for at 9.30 start finishing at 12.30pm (light lunch provided)

MSP Office, Unit 1 Dakota Business Park Skyhawk Avenue, Garston, Liverpool L19 2QR

	What	Who	Action Required
1	Introduction a. Welcome, apologies and introductions b. Action notes from previous meeting 01/09/17	CJ	a. Record attendance / apologies b. Agree action notes is a true record Matters Arising not on the agenda
2	Declaration of interest	All	a. Record any declared interest
3	Governance Arrangements (10am – 11am) a. Diversity Statement and Action Plan (MSP GF pages 17 – 19) compliant with “Code criteria 2.1b, 2.2, MSP Equality Policy 2017-2022, MSP Policy Statement Safeguarding Protecting 2017-2022. b. Publicly display statement and action plan c. Board Terms of Reference – Bullet point insert RE: returning board members eligibility (MSP GF Page 21) – compliant with “Code criteria 1.15) d. Board balance score card – attached draft. Compliant with 1.8a, 4.1 e. External evaluation of MSP Board (4.2/4.3) f. Succession Planning (Board Members, Senior Staff) – To follow. Compliant with 1.8c and 2.7 g. Financial accounts – will be publically displayed July 2018) to be compliant with Code criteria 3.1, 3.3 and 5.5 h. Four-year cash forecast 2017 – 2021 (tabled on the day) i. Compliance, Scrutiny & nominations Group – additional non-executive member – MSP GF pages 26 to be compliant with Code 1.26 j. Co-op an individual from thematic group CYP (where skills/knowledge gap from Matrix)	JS/MC	a Board Approval required b Upload onto www.merseysidesport.com by 20 th December 2017 c Board Approval required d Input, shape and approval required e Agree MSP’s approach (An example) https://www.cspnetwork.org/sites/default/files/External%20Board%20Evaluation-%20Brief.pdf F Review and approval required G Accounts will be produced in accordance with Statement of retained earnings (SORE) – To approve process H Review and approval required I Appoint additional member j Approval required
Comfort Break			
4	Strategic Developments (11.00 – 12.00pm) a. MSP Value Creation Model - attached b. MSP Social & Economic Impact parameters presentation	JS/CJ MSP R&I	a. Board Approval required b. Input and approval required
5	AOB a. Dates of meetings b. Future items : Website showcase, Income Generation, stakeholder mapping	All	Friday 23 rd February 2018 Friday 6 th April 2018 Friday 6 th July 2018 Friday 28 th September 2018 Friday 14 th December 2018