



# Board Meeting: Agenda

Friday 23<sup>rd</sup> February 2018, 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	Lead	Reference Points	Action Required
1	<b>Introduction (10 minutes)</b> a. Welcome, apologies and introductions b. Declaration of interest	CJ	Welcome new co-opted member Liam Cocoran, who is:- ✓ Business and Operational Manager for Merseyside Youth Association ✓ An expert in 3rd sector funding ✓ Experienced in project development for mental health and community intervention ✓ The representative for MSP thematic group for Children & Young People	a. Record attendance / apologies b. Record any declared interest
2	<b>Jobs outstanding</b> from previous meeting action notes (1 <sup>st</sup> December 2017) that's not on the agenda	All	<a href="http://theactivedifference.com/minutes/board/msp-board-papers-2017-2018/msp-advisory-board-friday-1st-december-2017/">http://theactivedifference.com/minutes/board/msp-board-papers-2017-2018/msp-advisory-board-friday-1st-december-2017/</a>	a. Refresh prior to meeting
	<b>Code for Sports Governance standard (T3) outstanding items:- (15 minutes)</b> a. Succession Planning for Board Members, Senior Staff – To be compliant with 1.8c and 2.7 b. External evaluation of MSP Board (4.2/4.3)	JS/MC	a. Attached document for review b. See note from Sport England	a. Review and Approval required of MSP succession planning model b. Review and Approval required
	c. MSP Impact Model <b>(10 minutes)</b>	MSP	c. Verbal progress up date at the meeting	a. Support
	d. MSP website development <b>(30 minutes)</b>	MSP	d. Progress up date at the meeting	a. Input and support
3	<b>Horizon Scanning (30 minutes)</b>	ALL	a. Current and future trends	a. To prepare experts knowledge on current/future trends that could enhance MSP vision
4	<b>MSP Product Development pipeline (60 minutes)</b>	DW CD	a. Active Workplace b. Active Primaries	a. Input and endorse b. Input and endorse
5	<b>Dates of meetings (10 minutes)</b>	All	Friday 6 <sup>th</sup> April 2018 Friday 6 <sup>th</sup> July 2018 Friday 28 <sup>th</sup> September 2018 Friday 14 <sup>th</sup> December 2018	a. Agree headline agenda items for next meeting



## Board Meeting: Agenda

### Email relating to agenda item 2.b

**From:** cspteam [<mailto:CSPTeam@sportengland.org>]

**Sent:** 29 January 2018 09:06

**Subject:** Governance Code - External Board Evaluation update

Dear CSP Director,

We are aware that there are a number of queries being raised across the Network in regard to point 4.2 of the Code for Sports Governance - External Board Evaluation.

We can now confirm that in collaboration with CSPN we will be seeking to provide an External Board Evaluation offer open to all CSPs. We intend to procure one or more providers who will be able to offer the evaluation. The benefits will be the economies of scale due the potential number of CSPs involved and a more standard approach to the evaluation for the Network. In terms of the product we are looking to build an evaluation package which would of course meet the standards required for the Code as well as supporting the improvement of the priority areas of your organisation.

We recognise that there are significant costs to the evaluations, so as well as the economies of scale which this offer will bring, we are also investigating other financial support which may be available to support this. Initially we are looking for all CSPs to carry out an evaluation within the 4 year window (from implementation of the Code) and the timing will be considered in line with the needs of your organisation. We would look for this to be phased so not all CSPs would be evaluated in the same year.

We would encourage all CSPs to support this offer, however if you do wish to continue with another provider then this will still be acceptable presuming that the evaluation meets the standards outlined in the Code. Please confirm by reply to this email if you wish to be considered in this process. Our next steps will be to agree which CSPs are included in the first wave of evaluations and the timescales for completion of all.

If you are yet to recruit and finalise on an external board evaluation then you may want to pause on this process until we have appointed and are able to confirm the chosen supplier(s). Please be assured that if you want to take this opportunity to be part of the Network wide offer, then you will remain compliant for this element of the Code for Sports Governance. We will then work with you directly to agree new timescales on point 4.2.

We look forward to hearing from you.

Best wishes,

CSP Team