

MSP - Advisory Board (MSPAB)
 Friday 6th July 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	Introduction a. Welcome, apologies and introductions b. Action notes from previous meeting 23/02/18 (not on the agenda) <ul style="list-style-type: none"> o Impact Model update o Website update 	CJ	N/A http://theactivedifference.com/wp-content/uploads/2018/02/MSP-Board-Action-Notes-23rd-February-2018-1.pdf	a. Record attendance / apologies b. Agree action notes is a true record
2	Declaration of interest	All		a. Record any declared interest
3	Governance & financial arrangements (10am – 11am) a. Code for Sports Governance (Tier 3) b. Risk Management Register Q1 c. Financial reporting, cash forecast, income generator tracker d. Satisfaction results & trends (Headlines) e. Privacy Policy	JS BM's KS/JS KChu KChu	Attached Table at meeting Table at meeting Presentation Attached	a. Acknowledge b. Review and approve c. Review and approve d. Review and approve e. Review and approve
Comfort Break				
4	Horizon Scanning Please prepare to share any 'flash trends and activities' or 'enduring trends' that could impact on MSP positively or negatively	BM's		a. Discussion
5	Stakeholder Developments & Product Development / pipeline a. Health and Care Partnership (STP) for Cheshire & Merseyside b. Active Workplace	JS DW	Update Progress up date	a. Acknowledge b. Acknowledge and input
6	Dates of meetings 28 th September 2018 – Staff/Board development session 14 th December 2018	All		a. Input and agree outcomes