**MSP Advisory Board Meeting**

**Action Notes**

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| **Date & Time** | **13th November - 09:30am – 12:30pm** |
| **Venue** | Virtual Meeting via Zoom |
| **Board Members (BM’s) Attendees** | Cameron Jones\* (**CJ**) (Chair); Mark Coups\* (**MC**) (Vice Chair); (Sport Expert); Sue Wilkinson (**SWK**) (Physical Education Expert); Tom Smith (**TS**) (Sport Expert); Chris Lomas\* (**CL**) (Assistant Director – Liverpool City Council); Sion Williams (**SW**) (Marketing Expert). |
| **MSP Team Members** | Tom Douglas (**TD**) (Director); Brendan McCrudden (**BMcC**) (Business Improvement Officer); Calum Donnelly (**CD**) (Strategic Lead for Sport and Physical Activity - CYP); Andrew Wileman (**AW**) (Strategic Lead for Adults);  |
| **Guests in Attendance** |  James Allen (Observer for board effectiveness) |
| **Apologies** | Cllr Wendy Simons (**WS**) (Political Expert); Liam Corcoran (**LC**) Co-opted Member (Youth & Community Expert); Liz Farrington (**LF**) (Public Health Expert); Kerry Stewart (**KS**) (Strategic Lead for Business Improvement). |
| **Compliance & Scrutiny Group**  | \* Denotes the Compliance & Scrutiny Group.  |
| **Distribution (internal & external)** | [www.merseysidesport.com](http://www.merseysidesport.com), MSP Team, Sport England; MSP Board. |

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|  | **Headlines from Discussion** | **Outcome / Actions** | **Who** | **Deadline** |
| 1 | **Introduction** |
| **a. Welcome, apologies and introduction** | CJ welcomed the BMs, MSP Team and noted apologies.Apologies noted: Wendy Simon, Tom Pederson Smith, Liz Farrington and Kerry StewartCJ introduced James Allen who observed the board. | **CJ** |  |
|  | **b. Matters arising from last meeting – Action Log** | The Board acknowledged the action notes from the previous board meeting and reviewed actions which are still ongoing. | **CJ** |  |

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| 2 | **Declarations of interest** |
|  | **Declarations of Interest** | **Outcome:** No declarations of interest made by BMs. TD notified the board that he is now an Ex-Officio of Merseyside Sports Foundation. | **All** | **N/A** |

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| 3 | **Diversity and Inclusion** |
|  | 1. **Why**
 | BMs discussed the reason and purpose for diversity and inclusion. The key talking points were;* CJ flipped the question to ‘why shouldn’t we not have diversity and inclusion ‘ and couldn’t find a reason why we shouldn’t. This then drives why there is an importance for diversity and inclusion.
* It should be inclusion for diversity not diversity for inclusion. Its only by including or inclusion that you get diversity.
* CL challenges to everyone to be open to everybody.
* Need to be aware of and don’t sacrifice exclusion by forcing inclusion and diversity into the workspace. Appointing people as tokens for diversity would be forced and should be a natural process for inclusion and diversity.
* Diversity is the what and inclusion is the how.
* It’s important decision makers are reflected the community they serve. Still a long way to go.
* About voices, hearing as many different views to help with decision making. From a MSP perspective how do we broaden our message to attract more diversity from the community.

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|  | 1. **Where we are now, including our Equality and Diversity Statement and Action Plan**
2. **Where do we want to get to?**
3. **Suggested actions**
 | AW presented to BMs the Equality and Diversity Statement and Action Plan. (See Appendix 3)**Challenge:** MC asked whether the team has looked at a stakeholder map in relation to communities we are trying to serve and being able to engage them. This process would enable to find the gaps of communities who need our help. Our funding can hamper our broader focus on other areas of opportunity or need from partners.CL asks what is the board recruitment process and where is the recruitment advertised? SW commented on his earlier point on what is right for recruiting someone and it should be the most skilled person not hitting an affirmative action target.In terms of recruitment, it’s important to ensure the messaging is right to achieve inclusivity and to achieve inclusivity the messaging needs to be accessible to everyone.The board is recruited from a skills perspective and there is a need for diversity and inclusion. The challenge is finding the balance between the two.CJ’s take away questions from this discussion are; * Talking about diversion and inclusivity in our communities, how do we utilise the digital world with a digital media to drive diversity in everything we do?
* Where does the team end and start?
* If we are going to drive inclusion how do we bring the community representatives into the MSP team and give them a dual role?
* What type of diversity is needed? Sometimes with diversity it may be good to have opposites to come together. The point being made is we need a mixture to achieve greater diversity.

**Action:** TD to arrange a half-day session with the Board and MSP team.**Action:** TD to find an external to talk about inclusion and diversity during the team half day session. Suggested to look at Carl George. | **TD****TD** | **4th FEB 21****4th FEB 21** |

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| 4 | **Sport England and Health and Care Partnership Physical Activity Strategy Update** |
| S | **a. Update on Sport England’s Strategy** | TD presented to the BMs the Sport England Strategy. (See Appendix 5)Challenge: CJ challenges the 5 pillars of focused efforts and makes the point that recover and reinvent applies to all pillars and shouldn’t be just a standalone pillar.TD commented to the board about reflecting on what our role is and where do we fit under Sport England’s strategy. When speaking to Sport England with regards to making impact in areas of deprivation, we need to speak up and make ourselves known as the right area and group to make an impact. SWK expressed the importance of children and young people’s mental health should be considered and factored in the Sport England Strategy as there may be long term health impacts with children and young people.CL challenged Sport England’s strategy for its lack of digital focus which has become a key driver in the workplace and sporting context. There isn’t a explanation of how a digital space can make an impact and the future plans in a digital world.There is little mention of the benefits of how sport and physical activity can provide to mental health. |  |  |
|  | **b. Update on Our work with Active Cheshire regarding****the Health and Care Partnership Physical Activity****Strategy**  | TD presented to BMs the Health and Care Partnership Physical Activity Strategy.**Challenge:** CL commented on the sound strategy from the Health and Care Partnership Board. In Liverpool the current asset system of leisure centres is broken and as a council are looking to reconfigure away from their asset-based model and redirect their focus on local community programmes that target excluded groups and to scale them up.SW commented on the importance of GPs and health societies and giving them support to whatever means we can so that there is an easier route of access for customers non-medicinal treatments like physical activity.CJ commented on the sport playing a prevention and cure roles and asked the question at what point does sport intervene? CL used the example of the local pharmacy could be the early intervention point because maybe that would be a more enticing as a local community hub for a person and it could save the government money in funding.Furthermore, educating the local pharmacists about social prescribing sport and physical activity may be an effective approach. |  |  |

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| 5 | **Our Strategic Roadmap** |
|  | **a. Proposed Roadmap** | TD presented to BMs the proposed roadmap. (See Appendix 4)**Challenge:** CJ approved the proposed roadmap and asked TD to focus on the health and wellbeing of the staff as the next couple of months will be challenging during the winter.**Action:** BMs to reflect on the proposed roadmap and to give any feedback to TD. | **BMs** | **4th FEB 21** |

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| 6 | **Finance and Governance Update** |
|  | **a. MSP Balanced Score card** | **Outcome:** BMs approved MSP Balanced Score card. | **BMs** |  |
|  | **b. MSP Board Balanced Score card**  | **Outcome:** BMs approved MSP Board Balanced Score card | **BMs** |  |
|  | **c. Governance Framework** | **Outcome:** BMs approved the Governance Framework | **BMs** |  |
|  | **d. Risk Register Q2**  | **Outcome:** BMs approved Risk Register Q2 | **BMs** |  |
|  | **e. Date for diary – Quest Improvement Workshop 14th January 2021** | **Outcome:** BMs informed of Quest Improvement Workshop and to save the date. | **BMs** |  |

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| 7 | **AOB** |
|  | **a. Proposal PSS cancelled this year**  | **Outcome:** Partner Satisfaction Survey will not happen this year and identified to survey next year as a better opportunity. | **TD** |  |
|  | **b. Second quote for accountant – recommendation to stick with Oscar Associates**  | **Outcome:** TD informed second quote for an alternative accountant was far higher and Oscar Associates still provides valued services and will remain MSP’s accountant. | **TD** |  |