



MSP Advisory & MSF Trustee Board Meeting

Action Notes

Date & Time	3rd March 2022 - 09:30am – 12:00pm
Venue	Virtual Meeting via Zoom
Board Members (BM's) Attendees	Cameron Jones* (CJ) (Chair); Mark Coups* (MC) (Vice Chair); (Sport Expert); Chris Lomas* (CL) (Assistant Director – Liverpool City Council); Sion Williams (SW) (Marketing Expert); Liam Corcoran (LC) Co-opted Member (Youth & Community Expert). Sue Wilkinson (SWK) (Physical Education Expert); Tom Pedersen Smith (TPS) (Sport Expert).
MSP Team Members	Tom Douglas (TD) (Director); Brendan McCrudden (BMcC) (Business Improvement Officer); Andrew Wileman (AW) (Strategic Lead for Adults); Calum Donnelly (CD) (Strategic Lead for Children and Young People); Jo Schumann (JS) (Office Manager).
MSF Trustee Attendees	John Bell (JB) (MSF Chair/Trustee) Alan Cooper (AC) (MSF Trustee);
Apologies	Cllr Wendy Simons (WS) (Political Expert); Adam Walker (AWK) (MSF Trustee)
Compliance & Scrutiny Group	* Denotes the Compliance & Scrutiny Group.
Distribution (internal & external)	www.merseysidesport.com, MSP Team, Sport England; MSP Board.



	Headlines from Discussion	Outcome / Actions	Who	Deadline
1	Introduction			
	a. Welcome, apologies and introduction	TD welcomed the BMs Action: The meeting did meet minimum quorum standards and as such Tom will liaise with Cameron and John for any decision to be made,	MC	
	b. Declarations of Interest.	No declarations of interest made by BMs	MC	
	c. Matters arising from previous MSP action notes	All actions are close. BMs happy with the minutes are a true and accurate record.	MC	

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2	Strategy Update			
	a. Draft Strategy Input	TD summarised the journey and formulation of the draft strategy and highlighted the progress made to the draft strategy.	TD	



	<p>BMs input</p> <p>MC noted the current changes and challenges of the world should be reflective in the strategy.</p> <p>JB agreed on the significant progress of the strategy and suggested adding some words to the effect of the current issues of inflation, conflict in Ukraine and costs of living.</p> <p>MC challenges the wording of the vision “inspire” being used in the strategy and asks how does it connect with collaborative leadership?</p> <p>Both MC and JB expressed their view to simplify and reduce the number of goals listed in the strategy.</p> <p>Action: TD to liaise with JB about typographical changes to the narrative of the strategy.</p> <p>Action: TD to liaise with team about wording of the vision.</p> <p>Action: TD to reflect upon BMs suggestion of tightening the wording and representation of local delivery within the strategy.</p>	<p></p> <p>TD</p> <p>TD</p> <p>TD</p>	<p></p> <p>7th JUL 22</p> <p>5th MAY 22</p> <p>7th JUL 22</p>
<p>b. Next Steps - Launch</p>	<p>Following the feedback from the BMs of the previous agenda point. TD will follow the actions listed above.</p>	<p>TD</p>	<p></p>



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4	Board Recruitment Update			
	a. Brianstorm on how to recruit new members	<p>TD updated the BMs about the efforts in trying to recruit new board members but without avail. We have tried advertising through social media (i.e linked in), reaching out to partners in the network but have hit a roadblock. Partly that people are working from home so are not as willing or able to give up their time.</p> <p>Action: BMs to reflect on partners in their network who could be potential new BMs to join the advisory group.</p>	<p>TD</p> <p>BMs</p>	7th JUL 22

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5	Office Move Update			
	a. Verbal update on move from existing to new premises	<p>TD updated the BMs about the transition from the existing office at Dakota Business Park to the new office at Hunts Cross. We will retain our storage locker at Store First.</p>	TD	



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6	Private and Confidential - Board Members and Trustees only			
	a. Sport and Investment Next Steps b. MSP / MSF Feasibility Study Update and next steps c. Structure Proposals	Discussed in confidence		

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9	AOB			
	a. Gift card for Sue Wilkinson	TD suggested the BMs give a gift to Sue Wilkinson as a thank you for her service to the advisory group and MSP. Action: BMs to give contributions towards Sue's gift and sign the card. Action: TD to purchase gift and send to Sue.	TD BMs TD	 30th MAR 22 5th APR 22