**MSP Board Meeting**

**Venue: Teams**

18th January 2024 9.30am - 12.00pm

|  | **What** | **Lead** | **Reference points** | **Action Required / Papers shared** |
| --- | --- | --- | --- | --- |
| 1 | Welcome, Introductions, Apologies, Declarations of Interest | CJ |  |  |
| 2 | Reminders:   * Welfare and Safety to be considered in decision making at today’s meeting * Impact on stakeholders, wider society and the environment to be considered in decision making at today’s meeting | CJ |  |  |
|  | **For Decision** |  |  |  |
| 2 | Board member to be appointed as Welfare and Safety Lead | Board |  | 1. Paper shared: Role description reviewed, discussed and approved. 2. Nomination of Welfare and Safety Lead. |
| 3 | Additional board member to be appointed to join Nomination Committee | Board |  | 1. Nomination of Board Member to Nominations Committee. 2. For reference: Nominations Committee Terms of Reference. |
| 4 | Discuss Sport England’s comments regarding it being best practice to not have the Chair and Head of MSP as members of the Audit or Nominations Committee | Board |  | 1. Discussion and decision making. |
| 5 | Governance documents for review and approval:   * Succession Plan * Matters Reserved for Board * Risk Register | JS/CD |  | 1. Papers reviewed and approved. 2. Papers shared: Succession Plan, Matters Reserved for Board and Risk Register. |
| 6 | Safeguarding - CPSU Review   * Review Update * Action Plan * Board Training * Board Champion | JP/CD |  | 1. Papers shared: CYP Safeguarding Policy and Action Plan. |
|  | **For Information** |  |  |  |
| 7 | Pipeline Opportunities   * Welfare Officers Update (if not covered in Safeguarding) * Priorities for 2024 | LT |  | 1. (Updated) Strategic Framework document shared for Board approval. |
| 8 | Board to conduct written evaluation of its skills, performance and effectiveness in March 2024 | JS |  | 1. Board self-reflection paper shared for review and approval. 2. Discussion from Board to action. |
| 9 | MSP Update:   * All Together Active | DW |  | Danny to prepare updates in advance ready to share on the day. |
| 10 | AOB |  |  |  |
| 11 | Has there been any change in risk as a result of decisions made at today’s meeting |  |  | Update Risk Register accordingly |