**MSP Board Meeting**

**Venue: Teams**

18th January 2024 9.30am - 12.00pm

|  | **What** | **Lead** | **Reference points** | **Action Required / Papers shared** |
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| 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.
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| 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.
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| 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.
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| 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.
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| 6 | Safeguarding - CPSU Review* Review Update
* Action Plan
* Board Training
* Board Champion
 | JP/CD |  | 1. Papers shared: CYP Safeguarding Policy and Action Plan.
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|  | **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.
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| 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.
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| 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 |