



## MSP Board Meeting

### Action Notes

<b>Date &amp; Time</b>	Thursday 28th November 2024 10am -1pm
<b>Venue</b>	Sandon Room, 5th Floor Cunard Building, Brunswick Street, Liverpool L3 1AH
<b>Board Members (BM's) Attendees</b>	Cameron Jones* ( <b>CJ</b> ) (Chair); Sion Williams ( <b>SW</b> ) (Marketing Expert); Mark Coups* ( <b>MC</b> ) (Vice Chair); (Sport and Finance Expert); Sue Forster" ( <b>SF</b> )(Health Expert);
<b>MSP Team Members</b>	Justine Blomeley^" ( <b>JB</b> ) (CEO of MSP); Calum Donnelly^ ( <b>CD</b> ) (Partnership Manager); Danny Woodworth^ (DW) (Partnership Manager); Jo Schumann^ ( <b>JS</b> ) (Finance, Compliance and Operations Manager); Jennie Platt^ ( <b>JP</b> ) (Partnership Manager)
<b>Apologies</b>	Chris Lomas*" ( <b>CL</b> ) (Assistant Director – Liverpool City Council); Andrea Farrell ( <b>AF</b> ) (HR Expert); Catherine Edmunds ( <b>CE</b> ) (EDI Expert); Matthew White ( <b>MW</b> ) (Schools Expert);
<b>Audit Committee</b>	* Denotes the Audit Committee
<b>Nominations Committee</b>	" Denotes the Nomination Committee
<b>Leadership Team (LT)</b>	^ Denotes Leadership Team (LT)
<b>Distribution (internal &amp; external)</b>	www.merseysidesport.com, MSP Team, MSP Board

	Headlines from Discussion	Outcome / Actions	Who	Deadline
1	<b>Introduction</b>			
	<b>a. Welcome, apologies and introduction</b>	Everybody welcomed  Apologies were given for AF, CE, CL and MW	<b>CJ</b>	
1	<b>b. Declarations of Interest</b>	All members had nothing to declare	<b>CJ</b>	
2	<b>c. Matters arising from previous MSP action notes</b>	<ul style="list-style-type: none"> <li>Stakeholder Map Development <ul style="list-style-type: none"> <li>Progress reported on engaging local authorities through four inception meetings. These have all been very different in size and format, fitting the needs of the particular place. The remaining two (Halton and St. Helens) are planned for early next year.</li> <li>Stakeholder mapping is ongoing to deepen engagement.</li> <li>Emphasis on identifying key stakeholders for collaboration and eliminating non-essential participants.</li> <li>Focus on building wide bridges rather than hierarchical structures.</li> </ul> </li> </ul>	<b>JB</b>	Ongoing
		<ul style="list-style-type: none"> <li>Welfare/Wellbeing Board Champion <ul style="list-style-type: none"> <li>Following conversations, AF is happy to take up this role with the emphasis on wellbeing and moving away from welfare and with safety falling within the safeguarding role (not about health &amp; safety). There is also an acknowledgement that role descriptions will need to be reviewed once new board members are recruited. JS has started to gather examples from other APs</li> </ul> </li> </ul>	<b>JS</b>	Complete
		<ul style="list-style-type: none"> <li>Microsoft licence changes in October</li> </ul>	<b>JS</b>	Complete

		<ul style="list-style-type: none"> <li>As MSP use Google platform and laptops with built in Microsoft licenses these changes will not currently impact.</li> <li>This led to an AI developments conversation             <ul style="list-style-type: none"> <li>CJ exploration of AI tools for data insights and crafting targeted messaging is something MSP should be considering</li> <li>Awareness raised about cybersecurity threats with suggestions to increase vigilance and connectivity with city-region cybersecurity resources.</li> </ul> </li> <li>Further conversation regarding how to target the most deprived areas and increase uptake in these areas Conversation hasn't taken place with MW however, much of the work taking place is around tackling inequalities and investing time in developing and educating around physical literacy</li> <li>MSP Board Cover Sheet to be discussed with SE This is something SE are looking to have for each decision item on the agenda going forward. Whilst it creates extra work it does aid in easily pulling out decisions rather than going through action notes.</li> </ul>	<p><b>JB/MW</b></p> <p><b>JB</b></p>	<p>Ongoing</p> <p>Complete</p>
3	d. Reminder of what is to be considered during decision making at today's meeting	<ul style="list-style-type: none"> <li>Welfare and Safety of MSP</li> <li>Impact on stakeholders, wider society and the environment</li> </ul>	<b>CJ</b>	

	FOR DECISION			
	Headlines from Discussion	Outcome / Actions	Who	Deadline
4	<b>Tier 3 Governance Review</b>			
	<p>The following documents had been shared with board prior to today's meeting for comments and feedback to be tabled today:</p> <ul style="list-style-type: none"> <li>• Annual Corporate Governance Calendar</li> <li>• MSP Board and Committee Calendar</li> <li>• MSP Equality Diversity and Inclusion Policy Statement 2023-2027</li> </ul>	All documents	<b>Board</b>	Complete
	FOR INFORMATION			
5	<b>CEO Update</b>			
	<p>JB presented her thoughts and strategic observations since the last meeting.</p> <p>An examination of the role that active partnerships are expected to play:</p> <ul style="list-style-type: none"> <li>• An emphasis on place based, community powered change, being nationally enabled and locally led.</li> <li>- CJ likened this to a 'virtuous Circle', discussion on refining visual schematics for strategy representation. Suggestions included highlighting continuous feedback loops and system-wide connections. JB was in agreement that this is a helpful concept.</li> </ul> <p>JB provided an update on MSP's work to expand place partnerships:</p> <ul style="list-style-type: none"> <li>- Four places in the region part of the bid, with universal offer to expand to additional locations</li> </ul>			

	<ul style="list-style-type: none"> <li>- Place-based work supported by a £250M Sport England initiative; additional universal offer award anticipated early next year to help support further, particularly in those areas not targeted in the main bid.</li> <li>- Collaboration with Greater Manchester for learning support.</li> </ul> <p>JB delivered a breakdown of projected investment and significant resources incoming to support in 2025.</p> <p>Embedding the team within communities and places</p> <ul style="list-style-type: none"> <li>- There was a request for the inclusion of Southport for area of recovery, learning from the community throughout the process of recovery.</li> <li>- Embedding inception meetings within local communities with an array of different organisations attending</li> </ul> <p>JB delivered an update on the team, two Sport Welfare Officers recruited (after a second round to get the right people) and also recruited a Finance, Compliance and Operations Officer and all three settling in well. The Place Partnership funding will see two additional posts. Working on growth and development within the team including the work undertaken with Nicky Hawkins around messaging.</p> <p>MC asked if change of government is projected to affect the funding of Sport England and MSP. JB responded that there is ministerial buy-in until 2031.</p>			
6	<b>LT Updates</b>			
	<p>Health DW</p> <p>Delivered an update focused on Liverpool and Wirral Place Partnership work:</p> <ul style="list-style-type: none"> <li>- Liverpool: Starting further ahead of other Places having worked with Sport England on Navigating Local Systems. Inception Meetings took place in October and December, with over 150+ stakeholders present and some really positive shifts in language used and distributed leadership</li> </ul>			

- Wirral: Work is focused on three Medium Super Output Areas, and were the first to host an Inception Meeting in September. New group formed to help guide the direction of the work, with some good examples of collaboration forming and some strong assets to build upon
- Health work: Better alignment for All Together Active and evaluation & learning with MSP role and Place Partnership work, with refreshed strategy coming for 2026. Better relationships with the ICB, and a positive stakeholder event hosted in St Helens with 130+ people in attendance. Big opportunity around the 'pivot to wellbeing' agenda, and looking at longer term commissioning arrangements which would be a positive shift

#### CYP CD

Delivered an update on CYP and NGBs/Sport

- Physical literacy being the focus for the team; who ran a network session for the region to get buy-in on physical literacy.
- Creating Active Schools framework, critical focus on Knowsley with policy change to become an Active School.
- identified that the biggest challenge currently is to get schools to commit time and resources during the current climate.

CD delivered update on how we connect with partners and NGBs and how connections are forming between NGBs and some are moving forward with working in a place based way.

MC asked questions regarding the current pressure in the voluntary sector and how this affects our work at MSP.

CD response that we have not yet delved deep enough within place based working to fully understand the extent of reliance on volunteers. There was an acknowledgement of the current difficulty in recruiting volunteers and that current volunteers are frequently asked to donate more time.

DW Shared LCR volunteering portal needs to be utilised at a local level. Social prescribing relies heavily on the voluntary sector and government policy change is needed to shift resource where it is needed.

	Agreement between members that MSP must keep abreast of changes in the voluntary sector.			
<b>7</b>	<b>Board Chair Recruitment Update</b>			
	JB advised there are 4 applicants and we are aiming to interview as soon as diaries of the panel will allow.			
<b>8</b>	<b>Confirmation of dates for future meetings to December 2025</b>			
	10.12.2024 10am till 1pm Knowsley Leisure and Culture Park 25.03.2025 1pm till 4pm St Helens - venue TBC 17.06.2025 1pm till 4pm Crosby Lakeside 16.09.2025 1pm till 4pm Halton - venue TBC 09.12.2025 10am till 1pm Wavertree Lifestyles			
<b>9</b>	<b>Farewell to Departing Members</b>			
	Gifts were shared, cake was eaten and thanks was given to the departing board members. Who in turn wished the team good luck in what is an exciting time for MSP and the region as a whole			
<b>10</b>	<b>AOB</b>			
	Nothing raised			
<b>11</b>	<b>Has there been any change in risk as a result of today's decision making</b>			
	<b>No</b>			