

# GREATERSPORT

## Greater Manchester Sports Partnership

### Minutes of the Meeting of the Main Board

**18<sup>th</sup> Sept 2020**

**Virtual meeting (Zoom)  
9.30 – 12.15**

#### **Present:**

##### **Trustees/Directors**

- Mike Perls – Chair
- Sarah Brown-Fraser
- Rob Young
- Rob Mukherjee
- Sanjay Bhandari
- Marilyn Comrie
- Jen Mossop-Scott
- Paula Dunn (last meeting)
- Warren Heppolette

##### **Officers**

- Hayley Lever
- Eve Holt
- Richard Davis-Boreham
- Beth Sutcliffe
- Matt Stocks
- Alex Bielecki

##### **External/Observer**

- Graham Whitham
- Justine Blomeley

#### **1. Welcome and Apologies**

Mike welcomed everyone and introduced the meeting. Apologies were received from Richard Roe, Katy Calvin-Thomas and Dan Cropper. Leanne Feeley was unavailable on the day.

#### **2. Minutes from the last meeting of 19<sup>th</sup> June 2020**

The Minutes of the last meeting accepted as a true and accurate record (by all present).

#### **Matters arising**

- Matt Stocks reminded the board about the youth panel survey. Mike asked that Matt email a link to all again.

- Mike asked that the action from paper 3 was to bring forward the future development strategy to next board.
- Noted that values and behaviours update is on the agenda.

### **Declaration of Interest**

- No additional declarations at this meeting.

## **Strategy**

### **3. Exec Report**

- Eve presented and thanked Shirley and team for pulling the information together.
- It is recognised that the team is pulling together on working from home
- Breakthrough areas – working groups are set up to drive forward. Made up of staff specifically interested in a particular area.
- Mike reflections:
  - Graham and Marilyn already involved in inequalities work.
  - Translate into Action – work has really developed well since the Feb away day. Hayley outlined how this is working. Positive comments from Justine on progress.
  - Graham – asked re connectivity with inequalities network. How is that working? – are they breaking down as a result of Covid across GM. Eve stated that they were not breaking down but that there were lots of challenges.
  - Marilyn – volunteered to get involved. Will have a separate conversation with Eve.

Eve gave update on how the organisational values and agreed behaviours are embedding across organisation's systems and processes.

### **Speaking Up working group.**

1. Warren introduced the item to describe the establishment of the Working Party and took the opportunity to reaffirm for the Board:
  - The history and effect on the team.
  - The Board's formal acknowledgement of the issues the team were flagging.
  - The membership and forward looking approach of the Working Party.
  - The main parts of the Action Plan.
  - Advertising that we see the Action Plan and Working Party as open to everyone across the organisation. The group are keen for everyone to play a part in this (and in fact, can't deliver on the culture change without that).
2. There were some really interesting and helpful reactions from a number of Board members. E.g.:
  - Rob M – shared a personal experience which he offered to share as part of Team Tuesday

- Jen advertised the opportunity for all Board members to use Team Tuesday to check in with the team and help make the relationships more direct and familiar.
- Paula reflected on the Board's role (collectively and individually) in being better at spotting the signs and symptoms of this kind of behaviour to make Speaking Up easier and help the team have more confidence in it.
- Sanjay relayed deep experience of working with teams and organisations on whistleblowing, bullying and harassment over years. Sanjay's examples really brought home the importance of early acknowledgement and action to avoid problems escalating and becoming more and more difficult to resolve.
- Marilyn outlined how activities experienced as bullying have become 'normalised' in many organisations and sectors with side-effects including, for example, a sense that HR teams are developed to protect the organisation and not support the individuals.

So, there was a really rich set of examples relevant across the corporate world which we can tap in to as the work progresses.

3. Warren suggested that the next Board meeting (10<sup>th</sup> December) perhaps provides a target date to bring the work from the Action Plan together as a substantive report for sign off. If that feels sensible we could use that and work back from that date to guide the delivery in the Plan.
4. The conclusion then was that the Board definitely heard and understood where we (the working group) were coming from; felt the balance and focus of the Action Plan and working party were right; and were keen to engage and support.

### **Actions**

- Working Group to report back to the next board meeting with progress.

## Operations

### **4. Risk, Audit & Finance**

- Congratulations to Eddie and team on the audit report.
  - The Audit was conducted virtually (having previously set up all systems online)
  - There was only one recommendation which was around Local Pilot programme accounts – these should be authorised by GMMoving Exec and not the GreaterSport board.
- Financial scenarios (see separate slides)**
- Scenario starts and ends each year with deficit but the normal situation is that we start with a deficit but end in profit.
  - Some assumptions are made on funding – which funding is agreed, funding assumed etc.

- Next financial year is starting with a forecast deficit of £127k.
- Further assumptions for 2022/23 outlined.
- Mike asked Justine re Sport England viewpoint:
  - Sport England awaiting the outcome of the CSR review – difficult to make judgements until then.
  - Sport England moving to a more collaborative way of wanting to fund.
- 6 month reserves policy in place.
- Hayley – it is a challenging picture across GM. Mood is a belief in the importance of physical activity and in what GM Moving is doing. We are in strong position in terms of relevance, priority and contribution.
- Warren – need to be stocktaking of how bad the next period may be.
- Jen – should we be looking at other funding sources rather than grant funding bodies? Have we been too optimistic in our forecast? Need to look at alternative scenarios.
- Challenge for us is the unrestricted funds.
- Rob Y – potential to explore other avenues/funding - link with Covid related funding?
- Hayley would welcome support on any different thinking around funding. Sanjay happy to support – need to be strategic. Corporates finding money difficult as well. Need to look at grass roots impact and also inequalities agenda
- Risks – (see slides). Office space is only issue. Some staff wanting to get back to office environment but some anxious and not wanting to return at the moment. House of Sport – want decision re staying in our offices by mid-October.

#### **Actions:**

- Recognise the recommendation of the audit report has been noted by the board and actions put in place to enact that.
- Submit office space analysis and thinking paper to the board.

## **5. Committee updates**

No sub-committee meetings since last main board meeting.

- Marilyn Comrie – to join audit and risk sub-committee
- Graham – to join Noms and rems sub-committee as an observer
- Mike to step down from Chair of Noms & Rems (but remain on the group) – Rob Y agreed to step into the position of Chair.
- Richard DB – GreaterSport needs sign off on cost of living increase 2.75% by the board.

#### **Actions:**

- Board agreed to the local government inflation rate increase of 2.75% - backdated to April 2020. Eddie to action for next salary payment.

## **6. Forward view/Road map**

- Revisit of journey we are on to the new strategy and type of organisation we want to be.
- See slides presented at the meeting
- We are working with Sport England and strategy team – having positive conversations.
- Any reflections? Board were happy to date with progress.
- Next steps
- Rob Y and Sanjay happy to be involved.
- Warren – timeline feels right. More than a process of putting words on a page. Engagement opportunity is key.
- Marilyn – massive need to work on capacity building around Black and Asian sector. They need to partner with organisations such as GreaterSport.

#### Action

- Bring strategy work back to December Board.

## 7. AGM

- **Minutes of the 2019 AGM** – these were agreed.
- **Matters arising** from minutes of last meeting – no matters arising.
- **Membership**
  - Re-election of Chair – Mike left the meeting whilst the board voted on re-election of the Chair. All agreed to re-elect Mike.
  - Confirmation of Senior Independent Director – Warren confirmed to continue as SID.
- **Changes to Directors** -
  - Paula Dunn stepping down from the Board after serving two terms.
  - Marilyn Comrie has joined the board (first meeting Sept 2020)
- **Confirmation of committee membership:**
  - Nominations & Remuneration – Rob Young (Chair), Mike Perls, Sarah Brown-Fraser and Jen Mossop-Scott.
  - Audit & Risk – Richard Roe, Sanjay Bhandari, Dan Cropper and Marilyn Comrie.
- **Appointment of Auditors** – agreed to continue with Slade & Cooper (having gone through a procurement process in 2019 for 3 years).
- **Approval of final audited Company Accounts 2019/20** – accounts were noted and approved by all.
- **Audit Report** and recommendations (discussed and agreed in Item 4 above)
- **Governance statement** - noted
- **Declaration of Trustee interests** – email to be circulated to all board members to update their Declarations of interests for the register.

#### Actions

- Richard Roe and Mike Perls to sign audited accounts and report.

**FUTURE FOCUSED**

#### Any Other Business

- Many thanks were given to Paula for her work on the board over the last 6 years and for the contributions, support and guidance she has given. Tributes were given by Jen, Rob M and Rob Y in particular.
- Support needed on the tender process for IT support – Jen and Rob M agreed to help.

### Next Board Meeting

- 10<sup>th</sup> December 2020

### Future Sub - Committees

- 24<sup>th</sup> November – Audit & Risk
- 19<sup>th</sup> November - Nominations & Remuneration

### Table of Actions (18<sup>th</sup> September 2020)

Agenda	Lead	Action / Issue	Progress	Completed
3	Warren Matt	Working Group to report back to the next board meeting with progress		
4	Richard	Recognise recommendation of the audit report has been noted by the board and actions put in place to enact that.		
4	Richard	Submit office space analysis and thinking paper to the board.		
5	Richard	Board agreed to the local government inflation rate increase of 2.75% - backdated to April 2020. Eddie to action for next salary payment.	To be paid in October salary.	
6	Hayley	Strategy work and progress to be on December board agenda		
7	Mike and Richard	Richard Roe and Mike Perls to sign audited accounts and report	Submitted for signing	Completed