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| Title | Minutes and Actions from Last Meeting |
| Lead | John Cove |
| For Decision/ Discussion/ Note | Approve |

**STREETGAMES BOARD MEETING MINUTES AND ACTIONS**

**Date:** Wednesday 8th July 2020 9:00 – 12:00

**Venue:** Video conference call via GoTo

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| **ITEM** | **MINUTES** | **ACTION** |
| **Trustees:**  **Staff:**  **Invited:** | **Present:**  John Cove (Chair)(JC), Brendon Batson (BB), Margaret Bowler (MB), Susan Capel (SC), Rosie Duckworth (RD), Peter Rowley (PWR), Jackie Bryson (JB), Annabel Tarling (AT), Dominic Haddock (DH), Andrew Cropper (AC), Mark Taylor (MT)  Mark Lawrie (ML), Dawn Cole (DC), Matt Pilkington (MP), Paul Roberts (PRo), Stuart Felce (SF), Rebecca Ryan (RR)  Ceris Anderson (CA) |  |
| **1.** | **Private Session** |  |
|  | The Trustees held a private session. |  |
| **2.** | **Apologies** |  |
|  | Apologies were noted from Jonathan Hughes and Network Representative, Chris Essex-Crosby.  JC notified members that he will hold a call with Jonathan regarding his current schedule at the LTA, impacting on his Trustee position. |  |
| **3** | **Conflict of Interest** |  |
|  | No conflicts of interests were declared in respect of this Board meeting. |  |
| **4** | **CEO Report** |  |
|  | CA attended the meeting to present to the Board the findings of the insight documents on The Impact of Lockdown on LTOs in England and Wales and on The Voice of Young People during Covid-19. The reports were produced following conversations, round tables and an on on-line survey during the early days of lockdown in April and May, with 280 organisations and 200 young people.  JC congratulated StreetGames on a great piece of work. The Exec team highlighted the positives that will continue in future including; distribution of activity packs and on-line training. MP added that the reports have been shared widely, giving opportunity for new conversations with funders.  ML continued with his report and highlighted the StreetGames response to the Black Lives Matter campaign, the StreetGames position with the CJRS and the positive work and funding around Community Safety and concluded that since writing his report, we have received our letter from Sport England confirming £2.1million rollover funding and also £250k from Tackling Inequalities Fund, which will be well received for LTOs in the current climate.  **The Board noted the CEO Report.**  **Action: Circulate the presentation on findings from the insight reports to Trustees.** | **RR** |
| **5** | **Commission Progress** |  |
|  | JA reported that since writing the paper, The Commission has been launched officially and a paper has been written with Steve Hodkinson on the financial position of LTOS, which will go to a round table meeting on Monday 13th July. The paper goes deeper into the financial position of 10% of the organisations that had been researched in the report shared earlier. JA highlighted that 40% of organisations are in danger of collapse, mainly due to their need to overspend on pandemic relief work. Their agility in this case may form part of their downfall.  BB added that they have approached Tyrone Mings to become involved in The Commission and that he is keen to see a project and the work that StreetGames does. If he agrees, there may be a 2nd launch.  **Action: AC to enquire if any BBC colleagues / charitable areas, may be able to support a prospective 2nd launch.**  **The Board noted the Commission Progress.** | **AC** |
| **6** | **Fundraising Report** |  |
|  | MP highlighted the secured income from his fundraising report and complimented the value the recent research document has provided to gain support from current and new funders. In addition to the report, it was also noted that ML has a scheduled pitch with Prudential to be their charity of the year and that we continue to support LTOs i.e. hosting webinars for funding.  MP updated the Board on the current Facebook funding situation, following a call he had with them regarding options and the way forward for the programme.  Given the current advertising boycott, he discussed the reputational risk with our networks, and the wider external conversations around BLM inequalities, sensitivities and our own organisational values.  He advised the Board on the options for the way forward:  1 - Not launching in July due to an advertising boycott – launching mid-August at the earliest  2 – A softer programme launch – announcement of funding  3 – The option to dial up and dial down our involvement i.e. taking SG out of the programme and just make LTOs aware of the funding opportunity and support them to apply, as an external programme of funding.  4 - Walk away from the programme entirely. Currently not taken any money and we can still walk away.  MP advised that he intends to talk to network representatives and take a temperature check, to see if the engagement could potentially be damaging.  Following a discussion, ML recommended to Trustees that they agree the proposed approach to the situation, as opposed to making a definitive decision straight away.  JC confirmed that this item is for noting and to carry on with the options that MP described but return to Board if a more significant decision is required.  **The Board noted the Fundraising report**. |  |
| **7** | **Finance Report** |  |
|  | DC reported that the year-end outturn for 2019/20 gives a surplus of just under £90k which is a positive position given the original large funding gap at the start of the year.  DC spoke in further detail around the revised budget for 2020/21 and advised members that each contractual commitment has been examined and re-profiled and delivery re-designed, ensuring we are able to draw down funding. She highlighted that funders continue to offer a great deal of flexibility.  It was also reported that since the revised budget, we have had new funding streams confirmed i.e. Sport England Tackling Inequalities Fund, Garfield Weston and Coca Cola which are not included, with others also coming through.  The Board were informed that risks are still monitored, however Fit and Fed risk is starting to ease slightly as we received the first £425k payment for Newcastle Best Summer Ever 2. Further monitoring will be completed and taken to the Finance Committee in September 2020.  PWR commented on the draft outturn result, stating it is a credit to all involved and that SG remains in a very strong position.  **The Board noted the Finance Report.** |  |
| **8** | **Investment Report** |  |
|  | DC explained the prospective income generation opportunities and the investment options. The required investment of £66k would take up a considerable proportion of our existing reserves, therefore, to balance investment whilst maintaining our reserves position, DC recommended that the Board approve the application of a Government backed Bounce Back loan of £50k, a relatively cheap and flexible form of finance.  The Board received and reviewed 2 investment proposals:  1. Fundraising Development Board and Appeal  The Fundraising Development Board will be set up to complement our existing fundraising work, Victoria Hill, Chair of the Fundraising Committee, is fully behind the idea, at a cost of £43k  **The Board approved the Fundraising Development Board investment.**  2. Digital Learning Investment  The investment will enable us to test the landscape of Independent and Blended learning, at a cost of £23k  **The Board approved the Digital Learning investment**  **The Board approved the application for a Government backed Bounce Back loan.** |  |
| **9** | **Performance Management** |  |
|  | PRo reported that overall the end of year result was very positive, achieving most of our contractual obligations in 2019/20.  He highlighted the ambers; training data, which will be green once all data is collected and input.  He advised that Sport England are aware of the difficulties collecting participation data for the 14+ group, due to methodologies and approach.  BAME Volunteering collection of data went on hold due to the pandemic.  **The Board noted the Year End Performance Management Dashboard.** |  |
| **10** | **Risk Management** |  |
|  | DC advised members that both the Finance and Audit Committees have reviewed the risk register in detail. She highlighted that some risks have been reduced as a result of greater understanding of commitment from our funders.  **The Board noted the Risk Register.** |  |
| **11** | **Actions and Minutes from last meeting** |  |
|  | Minutes and actions agreed as an accurate record of the Board Meeting held on 25th March 20 and the Interim board meeting held on 13th May 20.  All actions have been completed. |  |
| 12 | Fundraising Committee Report |  |
|  | MP advised that the report discussed in item 6, was more up to date than the report from the Fundraising Committee. |  |
| 13 | Finance Committee Report |  |
|  | PWR advised that there was nothing further to discuss from the Finance Committee,that has not already been covered in this Board meeting. |  |
| 14 | Audit Committee Report |  |
|  | MB reported that it was evident that the team have worked hard during this crisis; supporting beneficiaries and influencing future debates, along with good underlying systems and tight financial management.  MB highlighted the Year End Audit Plan, in which the Auditors will look at the going concern of the charity in detail. It was agreed that both Finance and Audit Committees are to be notified if the level of reserves dip below the threshold.  The Committee reviewed and recommended that the Board approve the Equality, Diversity and Inclusion (EDI) Plan, that sets out each expectation, what we have done and the areas we need to address.  ML added that a group has been established to look at ways we can develop our EDI.  **Action: BB to have a conversation with ML re. the On Board Programme.**  **The Board approved the Equality, Diversity and Inclusion Plan.**  The Committee also reviewed and recommended that the Board approve the Stakeholder Engagement Strategy.  **The Board approved the Stakeholder Engagement Strategy.** | **BB** |
| 15 | 4 Chair’s Report |  |
|  | The Board noted the 4 Chair’s Report |  |
| 16 | Chair’s Actions |  |
|  | In addition to the actions on the report, JC has also met with Amanda Sater to bring her up do date as a StreetGames Patron.  JC also added that he has regular meetings with ML.  **The Board noted the Chair’s actions.** |  |
| 17 | HR Matters |  |
|  | The Board received an infographic summary of the staff wellbeing survey.  PRo highlighted that the response was generally positive and updated the Board with some approaches we have already taken to address some concerns i.e. the use of 1:1 protocol in meetings to give staff opportunity and confidence approaching line managers. He reported that the Wellbeing group continue to take this work forward.  **The Board noted HR Matters.** |  |
| 18 | Notice of Impending Legal Action |  |
|  | Nothing to report |  |
| 19 | Complaints |  |
|  | DC gave brief details of the complaint and a response has been written back to the CEO of the LTO, asking to provide more details of the alleged racial undertones, to which we have had no response.  JC re-iterated the importance of how complaints are dealt with.  **The Board noted the Complaints.** |  |
| 20 | Contracts above £60k |  |
|  | **The Board noted contracts signed above £60k.** |  |
| 21 | Health & Safety |  |
|  | **The Board noted Health& Safety update.** |  |
| 22 | Safeguarding |  |
|  | **The Board noted the Safeguarding update.** |  |
| 23 | Fraud |  |
|  | Nothing to report |  |
| 24 | Data/Security Breaches |  |
|  | Nothing to report |  |
| 25 | Future Meeting dates and Events |  |
|  | Future dates noted |  |
| 26 | Forward Plan |  |
|  | **The Board noted the Forward Plan** |  |
| 27 | Private Session |  |
|  | The Exec team and JC left the meeting and PWR held a private session to feedback JCs appraisal to Trustees. |  |

**8th July 2020**

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| **Item** | **Title** | **Actions** | **Who** |
| 4 | CEO Report | **Circulate the presentation on findings from the insight reports to Trustees.** | RR |
| 5 | Commission Update | **AC to enquire if any BBC colleagues / charitable areas, may be able to support a prospective 2nd launch.** | AC |
| 14 | Audit Report | EDI Report  **BB to have a conversation with ML re. the On Board Programme.** | BB/ML |