



CSP Network Board

Minutes of the Meeting of CSP Network Board held on 28th November 2018 at 30 Euston Square, London

Members Present: Doug Patterson (Chair), Sue Anstiss, Marg Mayne, Eamonn O'Rourke, Sue Storey, Adrian Leather, Nigel Harrison, Allison Shipway, Matt Leach, Sue Imbriano,

In attendance: Lee Mason (Chief Executive & Company Secretary), Adrian Ledbury (Head of Operations)

1. Introductions

- a. **Welcome** – Doug welcomed Allison to the Board. This was a brief meeting following the AGM and development day.
- b. **Apologies** were received from Adam Walker and Mike Crawshaw
- c. **Declarations of interest** – none.
- d. **Minutes** of last meeting & matters arising were agreed and progress against actions noted.

2. Leadership & Collaboration

- a. **Reflections from Chairs Event, Network Development Day & AGM**
The Board felt the events had been very successful and thanked the team for putting together a high quality programme. The Chairs event had gone very well and colleagues seemed to appreciate it we should consider how we build on the event and do something similar again at least annually.
- b. CEO Update - the updated was noted.

3. CSP Performance & Improvement Support

- a. Sport England Performance Management Framework Update (*for information*)
The group discussed early progress with the new framework and Board members were encouraged to attend a 'Round table' meeting with one csp.
- b. CSP Engagement Plan
In response to previous requests the team had produced a detailed plan to significantly increase CSP engagement with a new 1;1 processes, with CSPs shared between the team, and details of each CSP being captured on the new CRM system (Teams). The paper was welcomed and the team will report back on progress at the next meeting.

4. Partnerships, Programmes & Resources

- a. Business Development project update - The Board noted that interviews had recently been held for the new post of head of Business Development with Adam Walker and a CSP Director involved in the interview. The group were enthusiastic about the potential appointment to be confirmed in the coming days,.
- b. Active Working project update (*for information*) - Lee updated that Andrew's departure would mean a pause to plans.

5. Promotion & Stakeholder Management

Promote the work of CSPs to increase understanding & support amongst key stakeholders

- a. Brand Name - the Board considered the report and feedback to the consultation and agreed to proceed with the rebrand to Active Partnership and delegated authority to the working group to finalise the strap line, etc.

6. Governance, Member Engagement & Finance

- a. Board Evaluation Project Update - the Board noted the update with the project and agreed to be part of the pilot for an external evaluation of the Board.
- c. HR Sub-committee meeting notes – *the meeting was noted.*
- d. Finance Report – *the report was noted.*

7. AOB

- a. Dates of Next Meetings – to be finalised by Nicki.