

Present:

Board Members

Janet Atherton (chair)
Christine Gibbons
Fiona Abbott
Andy Macnae
Paul Baker
Robin Tucker
Rachel Kirkwood
Sam Marshall
Mark Smith

Staff

Sarah Mitchell
Matt Mallinder
James Scott
Phil Hall
Jason Carter
Katherine Fairfax (mins)

1. Chair's Communication – JA

- Rachel Kirkwood to join Nominations Committee and SMi undertaken successful ceo probationary review.

2. Apologies

- Apologies for absence received from Jacqueline Hills and Melanie Carroll. Mark Smith will be leaving the meeting at the break and Christine Gibbons to leave approx. 16:15.

3. Declaration of Interests

- Nothing further was declared.

4. Strategy Refresh including budget and theory of change – for discussion and approval (All)

- Overview presentation of Strategy Refresh work and the budget forecast for the remaining strategy period.
- The board agreed to sign-off on priorities and USP.
- Discussion on rationale for activities and KPIs, areas for investment, financial strategy, and approach to membership.

Ordinary Business

5. Notification of Any Other Business

- Nothing added.

6. Minutes of 28 Jan 2021 Meeting

- Minutes were agreed as an accurate record of the meeting on 28 January 2021.
- Action log update: groups review, board evaluation & skills audit, Holidays & Tours Task & Finish group update.

7. Matters Arising from the previous meeting not covered on the agenda

- Nothing else to be raised.

8. CEO Report – SMi

- Presentation of CEO update: behaviour change projects, upcoming programmes, communications update, April KPI report, and staff NPS.

The following Agenda items are for Approval (A) Discussion (D) or Information (I)

9. Diversity and Inclusion Review and update (D) - SMi

- Update on Diversity & Inclusion work, relating to wider People and Engagement strategy, and board D&I development.

10. Digital Strategy Update (D) - MM/PH

- Update on Digital Strategy and future work and investment linking to revised strategy.

11. Affiliated Groups Review (D) – JS

- Presentation of the affiliated groups review and key issues, recommendations, and wider membership review work.

12. Finance update and Management Accounts (I) - PH

- Presentation of the management accounts to the end of Feb 2021.
- Discussion on deficit forecast, reserves position, and investment transfer.

13. Committee Reports (I) - Comm Chairs

- People and Culture Committee 17.03.21 minutes presented and approved.
- Audit and Governance Committee 07.04.21 minutes presented and approved. Audit retender delayed to Q4.
- Finance & Performance Committee 08.04.21 minutes presented and approved. Going concern issues for H&T flagged.

14. AOB

- None.

Below the line paper for info

- BTL Paper – Member Resolution process

Dates of future meetings

- Tuesday 20th July 2021; 13:30 – 17:00
- Thursday 21st October 2021; 13:30 – 17:00
- Thursday 16th December; 13:30 – 17:00