

CIVIL SERVICE SPORTS COUNCIL

SUMMARY OF BOARD MEETING

Held on 4th November 2025 at CSSC, High Wycombe
10.45-12.15

1. **Apologies for absence and Approval of Minutes**
 - Apologies had been received from Phil Smith and Matt Bazeley.
 - The Minutes of the last Board meeting, held on 6th August 2025, were approved.
2. **Operational Plan 2026 and Budget**
 - The Executive Team presented a three-year Operational Plan, structured around the “Invest, Embed and Grow” model, with the aim of becoming a financially resilient, member-first organisation delivering long-term value through engagement, advocacy, and trust.
 - The Operational Plan and the budget were approved.
3. **Audit & Risk Management**
 - There was an update on the strategic risk register. The Audit & Risk Management Committee had a refresh workshop planned on this and an updated register would be taken to the next Board meeting.
4. **Hub, Sports, Digital/Transformation Update**
 - An update was shared on the Hub Pilot in the North West. The new team is in place, with a fresh calendar of activities. Positive feedback had been received with the diverse offering of wellbeing activities.
 - The Board were invited to visit the Hub team at the House of Sport (Etihad Campus).
 - An update on the Sports Transformation plan was shared and plans to develop the programme over the coming months.
5. **Balanced Scorecard Update**
 - The updated balanced scorecard was presented.
6. **Committee Chair Updates**
 - Each Sub-Committee and Advisory Group Chair provided a short update on their recent meeting, advising on current priorities and focus areas.
7. **AOB**
 - Board conducted an ED&I session stage 1 as part of their ongoing commitment in ED&I.
 - Proposed Board EDI Statement will be taken forward to the February 2026 Board meeting for approval.