

## CIVIL SERVICE SPORTS COUNCIL

### SUMMARY OF BOARD MEETING

Held on 11<sup>th</sup> February 2026 at CSSC, High Wycombe  
10.00-13.00

**1. Apologies for absence and Approval of Minutes**

- Apologies had been received from Katie Simmonds.
- The Minutes of the last Board meeting, held on 4<sup>th</sup> November 2025, were approved.

**2. Qlik Demo & Operational Plan update with KPIs (Balance Scorecard 2026)**

- There was a comprehensive update on the progress of CSSC's data and reporting transformation, including the implementation of Qlik, the development of new dashboards, and the introduction of a data governance framework.

**3. Hub Update, Sports Transformation Update & Governance Update**

- An update was shared on the progress of the Northwest Hub trial and the broader sports transformation programme, including event engagement and the restructuring of the sports team and on governance.

**4. Commercial Strategy**

- The commercial strategy was reviewed, and a full commercial proposal will be presented at the May Board meeting.

**5. Digital Roadmap**

- The digital transformation strategy was discussed, and a refined proposal will be shared with the board.
- Digital transformation progress will be reported using the same governance model as other transformation programmes, with regular updates to the board.

**6. Proposed Board EDI Statement**

- The board discussed and agreed the proposed Board EDI statement.

**7. SGM Preparation**

- Preparations were discussed for the upcoming SGM.

**8. Audit & Risk Management**

- Progress was shared on the updates to the strategic risk register. The enhanced risk register will be shared at the May Board meeting.

**9. VAT Status update**

- The board was updated on the ongoing, expanded review of the organisation's VAT position. Once the assessment is completed, a comprehensive statement will be shared with the board.

**10. Balanced Scorecard Update**

- The updated balanced scorecard was presented.

**11. Proposal for MAG & TAG Structure going forward**

- The board discussed and agreed the merging of the Transformation Advisory Group (TAG) and Member Experience Advisory Group (MAG) to streamline operations.

**12. Committee Chair Updates**

- Each Sub-Committee Chair provided a short update on their recent meeting, advising on current priorities and focus areas.