

CIVIL SERVICE SPORTS COUNCIL

SUMMARY OF BOARD MEETING

Held on 7th August 2024 at the Reserved Bar Lounge, Union Jack Club, London, SE1

12:30 – 4:00pm, and virtually via Microsoft Teams

1. WELCOME, APOLOGIES FOR ABSENCE & APPROVAL OF MINUTES

- The new Chair was welcomed.
- There were two apologies from Carson McNab and Sam Guilding.
- The Minutes of last Board Meeting held on 9th May 2024 were approved.
- Updates to minutes from the last Board Meeting of 9th May 2024: Approved.

2. UPDATE ON BOARD SKILLS AUDIT & OUTCOME

- Tom Sears gave an update on the Board Skills Audit and Board recruitment.
- The Board roles have been advertised through the CSSC website and other platforms, liked LinkedIn. We now have over 60 confirmed applications.
- Applications will close at the end of August. 10th September is the shortlist meeting, with the three interview panel dates on 13th, 16th & 24th September.

3. PROPERTIES UPDATE – ROKO/SLG

- The Board were updated on the sales process of the ROKO leisure centres.

4. NEW MEMBERSHIP JOINER FEE (12 for 9 offer)

- We have seen an overall increase of 50% in ‘month on month’ sign ups, (July 2024 compared to July 2023).
- There will be a report back to the Board at the six-month point on progress.
- A ‘membership value statement’, listing how much money was saved would be a good idea.

5. SPORTS FUNDING

- We need to make savings and be more realistic about what we offer, and what members should expect.

6. LOCAL SPORTS OFFER/FUTURE OF SPORT

- This needs to be progressed, and cannot be left as another ‘plan’, and we need to focus on what will work.
- It was discussed that we need to consider how we offer sport in a more consumable way and attract a different age demographic, and the newer, younger recent volunteers should be consulted in planning. A good example where this approach has worked is the women’s Rugby.
- A paper will be produced for the February Board meeting.

7. ACTIVE WELLBEING UPDATE

- Active Wellbeing Autumn is a physical activity workplace initiative for the public sector with our main objective to get more people more active and looking after their wellbeing in and outside of the workplace. It is aimed at member and non-members with a push to join CSSC.

8. BALANCE SCORECARD UPDATE

- The balance scorecard is a 'work in progress'. We are looking at how we can consistently report to the Board.
- We are looking at introducing CSAT scoring where some of the web pages will shortly be having the equivalent of 'smiley faces' added very soon, where you just press the button to leave a score.

9. AUDIT & RISK MANAGEMENT

- This is largely unchanged, and we continue to focus on economic environment, estates, staffing and governance.
- The volunteer training platform has not been taken up as hoped, and this will be further promoted, as if we do not have volunteers with the right skills, then it will be difficult to put on volunteer-based activities and events.
- 'Sport' itself should probably be on the register as a risk as losing sport would be catastrophic to the CSSC reputation.

10. AOB

- There was discussion about the funding criteria for the disability sport and the financial support fund. A review of the funding policy was agreed.

11. DATE OF NEXT MEETING

- Wednesday 6th November 2024, 12 – 4:30pm, at CSSC Head Office, High Wycombe.