

# SportsAid

## Financial and Personnel Committee Meeting

**Date: 13<sup>th</sup> March 2017**

**Location: 21 Bloomsbury Street, London, WC1B 3HF**

### **Agenda:**

1. Apologies for absence
2. Declarations of interest
3. Approval of the minutes of the meeting on 12<sup>th</sup> January 2017
4. The Final Step – back ups and security
5. ICT project update
6. SportsAid regional structure
7. Risk registers
8. Management accounts
9. Matters arising, outstanding actions and any other business

## Attendees:

### Present

Mr. Mark Lillie	Trustee (Chair)
Mr. Chris Baillieu MBE	Trustee
Mr. Tim Lawler	CEO
Ms. Alison Nuttycombe	Finance Manager
Ms. Alison Odell CBE (from item 4)	Trustee

### With

Mr. Raja Pagadala (to the end of item 3)	Managing Director, The Final Step
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### Apologies

Mr. Bob Gullett	Independent member
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## Minutes:

### 1. Apologies for absence

Apologies had been received from Mr. Bob Gullett.

### 2. Declarations of interest

No new declarations of interest were received.

### 3. The Final Step – back ups and security

Mr. Raja Pagadala gave the Committee an update on the general IT security environment and SportsAid current procedures.

The Committee discussed any potential improvements that could be made

### 4. Approval of minutes of the meeting on 12<sup>th</sup> January 2017

These were agreed as a true and accurate record of the meeting and were signed by the Chair.

### 5. ICT project update

The CEO updated the Committee on the progress of this project.

### 6. SportsAid regional structure

The CEO updated the Committee on a recent conference call with the trustees of SportsAid Yorkshire and Humberside.

### 7. Risk registers

The risk registers were reviewed and discussed by the Committee and the new method of calculation of risk noted. Those risks highlighted in red that had not already been covered during the meeting were discussed individually.

### 8. Management accounts

The management accounts previously circulated were reviewed and discussed by the Committee.



9. Matters arising, outstanding actions and any other business

Two matters arising were raised by Committee members and discussed with actions identified for completion along with outstanding actions not covered elsewhere during the meeting.

