

Present:

Board Members

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

Staff

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

- 1. Chair introduction - JA**
- 2. Apologies for Absence - JA**
Apologies received from Ben Packer and Rachel Kirkwood to join meeting part way through.
- 3. Declaration of Conflicts of Interest - JA**
None.

Ordinary Business

- 4. Notification of Any Other Business - JA**
None.
- 5. Minutes of 28 July Meeting - JA**
No further comments.
- 6. Matters Arising from the previous meeting not covered on the agenda - JA**
None.
- 7. CEO Report – SMi**
Presentation of the CEO report highlighted the e-cycles programme's un-pause and modifications, with discussions on time pressures for the Organisational Effectiveness & Finance team, capacity for contract management, adaptability in funding models, work in Wales, feedback on an unsuccessful Welsh bid, and updates on Motability bids for research and partnerships.

[MM left the meeting at 14:00]

The presentation of the draft quarterly Board KPI dashboard on PowerBI, highlighted internal and external figures, with feedback requested from the Board.
- 8. Strategy 2024+ - SMi**
Presentation of the strategy review paper outlined 2018 goals and 2021 updates, prompting discussions on Sustrans donations, fundraising impacts, and local alignment,

with plans for a December update, a staff survey before year-end, and a second Board workshop in March 2023.

9. Strategic Finance update (A) - PH

PH presented the strategic finance update which covered the August management accounts, upcoming mid-year review, and Rathbones investments. The presentation also included discussions on four cost of living options.

[RK joined at 14:30]

10. Behaviour Change Impact Report - JS

Presentation of the 21/22 Behaviour Change Impact Report highlighted that over £2.8 million in grants distributed, 133,000 people reached, and engagement with 56% of non-regular cyclists.

11. Board re-appointments - PH

Informative update on the proposed Board re-appointments, which included the re-appointment of Ben Packer and Richard May for one-year terms, and the appointment of Chris Marsh as a new co-opted trustee, all of which were approved unanimously by the Board.

12. Committee Reports (I) - Comm Chairs

Informative update of committee reports from the People and Culture, Audit and Governance, Finance and Performance Committees. A verbal update was received from the Nominations Committee, as well as a draft Remuneration Committee terms of reference.

13. AOB - All

The 2023 governance calendar was received for information.

[PH, JC, JS left the meeting at 16:00]

14. SLT Development – SMi

Confidential item update.

Below the line paper for info

- BTL 1.0 – Membership Review Project update
- BTL 2.0 – 2023 Governance Calendar

Dates of future meetings

- Thursday 15 December 2022
- Tuesday 28 March 2023 –IN-PERSON (combined with Away Day on Wednesday 29 March)
- Thursday 27 July 2023 –VIRTUAL
- Thursday 19 October 2023 –IN-PERSON
- Thursday 14 December 2023 –VIRTUAL