Minutes of the meeting of the TSI Board, 5th February 2025, Teams

Present – Nicola Porciani (NP) - Chair, Michelle Mundie (MM), Luke Winter (LW), Nicola Hackett (NH), Takki Sulaiman (TS) - CEO, Lauren Martin (LM) - Business Manager

Welcome and Apologies

The Chair welcomed Nicola Hackett to the meeting and introductions were made. Apologies were received from Alison Gildea.

3.Declaration Of Interests

No changes to the declarations of interest.

4. Minutes of the Last Meeting

The minutes of the previous meeting were agreed as accurate, subject to a correction to Luke Winter's surname (previously misspelled as "Winters").

5. Standing Items

5.1 CEO Report (TS)

TS provided an update on recent activities and developments. The organisation has continued lobbying efforts for third sector funding, with a pre-budget submission made to ministers. The TSI Scotland Network is progressing with sector-wide improvements, focusing on evaluation and collaboration, with TS actively involved in these areas.

Locally, the Community Planning Partnership has agreed to adopt Fairer Funding principles, supporting multi-year agreements and early release of funds. A recent meeting with Argyll & Bute Council's Chief Executive covered concerns around sector stability, funding platforms, and future budget planning. There is concern within the board around duplication of service with the TSI team and Council team.

The Argyll & Bute Resilience and Transformation Fund was launched in late January, offering £50,000 in targeted financial support to community anchor organisations. Applications closed on 3rd February. TS provided an update on the Resilience Fund meeting held earlier that morning, highlighting that many organisations are at crisis point. The panel formed an intervention model, which will now be progressed.

The Communities Mental Health & Wellbeing Fund successfully disbursed £280,979.23 in December, with demand exceeding availability. The Scottish Government has indicated a likely two-year funding extension, subject to budget approval. There was discussion on how the funds should be managed once received, including whether to distribute the full two years' funding at once or hold back a portion, disbursing one year at a time while allowing the TSI to earn interest on the retained funds. Members will have input on the decision.

MM queried whether core funding from the Scottish Government has been confirmed for the year ahead. TS advised that while funding has been confirmed via email as no less than last year, a formal grant letter is still pending and is expected at the end of February once the Scottish Government's budget is passed.

Board recruitment efforts have resulted in the appointment of Nicola Hackett. NP queried the progress of treasurer recruitment, with TS confirming that an advertisement will be placed on Goodmoves, and interviews will be conducted as soon as applications are received. LW queried why the previous observer did not progress to the board, with NP explaining this was due to a conflict of interest. The board agreed to send biographies for inclusion on the website's board page.

Further work continues on developing a streamlined service access initiative under the One Front Door project. Trauma-informed training is being made available to the third sector, with TSI staff scheduled to attend in February.

5.2 Management Accounts

TS presented the management accounts up to the end of December 24 and noted that as the TSI continues to grow and take on more projects, careful financial management is essential to ensure all spending is correctly allocated. Positive Destination costs £72,000 per year to operate, and funding applications are underway to secure continued support beyond the current funding period.

The Small Grants Fund has not yet been distributed and plans for its allocation will be presented at the next board meeting. TS advised that the organisation is currently in a strong financial position

5.3 Business Management report

LM reported record engagement at the AGM with 41 attendees and all governance obligations met. Over £280,000 was distributed through the CMHWB Fund and ABCAN Seed Fund, supporting 70 projects. The Inveraray Hub now offers a flexible workspace and hot-desking. Digital engagement has grown significantly, and the Warm Spaces Directory has seen strong community use. Volunteer of the Year nominations have launched with good early uptake. The focus for 2025 will be on funding impact, community spaces, digital growth, and VOY participation.

LW and NP commended the organisation's high open rates for mailings and the strong engagement across social media platforms.

It was decided to bring forward item 6.2 while discussions around social media were in place.

6.2 Updated Social Media Strategy

LM presented a paper outlining key updates to the organisation's social media strategy. The Social Media Policy has been revised to better align with ethical standards, audience needs, and platform effectiveness. A decision was made to exit Platform X (Twitter/X) due to reputational risks, declining engagement, and poor return on investment. Resources will be reallocated to strengthen Facebook, LinkedIn, and Instagram, where engagement is higher. Staff and stakeholders have been informed via email, the website, and active platforms.

LW queried the remaining platforms, noting concerns that Facebook may follow a similar decline to X, and asked how this would be managed. LM advised that a continuous review of all platforms will be maintained, and if engagement or performance declines, appropriate decisions will be made. The board agreed with this approach and formally approved the updated Social Media Policy.

6.1 Presentation on Strategy Development

TS presented an update on the TSI strategy development, outlining the next steps and a six-month consultation plan. The board was asked to approve a tender process to appoint a consultant for the work, with up to £25,000 allocated from reserves. MM noted that the process could take longer than expected and advised initiating discussions with designers now to streamline the layout. TS emphasised the importance of starting the fieldwork before summer as a minimum. NH suggested producing two versions of the strategy document, including a short, easy-read version for the community and members. The board approved the tender proposal and expressed their willingness to support the process where needed.

6.3 Walking Development Post proposal

TS presented the Walking Development Post proposal, outlining its role in strengthening walking initiatives across Argyll and Bute. The project, designed to promote community health, social inclusion, and environmental sustainability, aims to create a cohesive network of health walk providers, improve accessibility, and secure long-term funding.

Year 1 of the project is fully funded through Paths for All and Community Assets for Living Well, with a budget of £15,166.81. However, funding for years 2 and 3 will need to be secured, with the postholder expected to undertake fundraising as part of their role. The board was asked to approve underwriting the financial risk for years 2 and 3, amounting to £30,333.62, to allow the initiative to progress.

NH noted that if managed well, the role could become a valuable long-term position, and highlighted the importance of monitoring the funding process over time to mitigate risks. The board approved the proposal and agreed to move forward with the proposal.

AOCB

NH asked whether the board maintains a risk register. TS confirmed that a strategic risk register is in place and will be presented at the July 2025 meeting to align with the new business plan and it will be reinstated as a standing item for future meetings.

Actions

Action Item	Description	Responsible Person	Status (RAG)
1	CMHWB Fund management decision	TS/members	Green
2	Treasurer recruitment ad on goodmoves	LM/TS	Green
3	Board biographies submission	Board Members	Green
4	Small Grants Fund allocation plans	TS	Amber
5	Social media platform review	LM	Green
6	Strategy development consultation tender	TS	Green
7	Risk register reinstatement	TS	Amber (July 2025)