

ESG Corporate Community Interest Company: trading as ESG Gaming
 Non-Executive Director Board Meeting (Action Log)



Tuesday 17 January 2023, 1100 – 1250 (UK time)

Venue: Via Teams

Attendees: Directors
 Guest: Bournemouth University

Apologies: none

Key:

ACTIONS IN GREEN = COMPLETE
ACTIONS IN AMBER = PENDING / TO BE COMPLETED

MINUTES & ACTION LOG

Welcome and introductions

| Ref | Notes | Action / Outcome | Lead | Date |
|-----|--|---|------------|-----------------|
| 1.0 | <i>Introductions made and no appologies</i> | | | |
| 1.1 | <i>Managing conflicts discussion. NEDs and Senior Leadership at ESG Gaming cannot be employed directly by a Gambling Operator as a condition of ESG Gaming being on the LCCP RET List.</i> | <i>No Conflicts declared.</i> | <i>All</i> | <i>On-going</i> |
| 1.2 | <i>Conflict of Interest Register publication</i> | <i>Conflict of Interest Register to be published on website</i> | <i>LW</i> | <i>31/01</i> |

Strategy / Enabling Plan

| Ref | Notes | Action | Lead | Date |
|-----|---|--|-----------|-----------|
| 2.0 | <i>Group discussed & scrutinised Enabling Plan progress and current workplan:</i> | | | |
| 2.1 | <i>Investors in People (Organisational foundation building action)</i> | <i>Board reviewed IIP success wheel and it was agreed we would maintain momentum for an accreditation visit in Q1.</i> | <i>LW</i> | <i>Q1</i> |
| 2.2 | <i>ISO:9001 (Organisational foundation building action)</i> | <i>Board reviewed criteria and it was agreed we would maintain momentum for an assessment visit in Q1.</i> | <i>LW</i> | <i>Q1</i> |
| 2.3 | <i>Fundraising Regulator (Organisational foundation building action)</i> | <i>Registered now with regulator and showing on public record.</i> | | |

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|------|---|---|-----------------|--------------------|
| 2.4 | Theory of Change and initial web2-web3 research (Organisational foundation building action) | Dr Hodge gave an overview of the work to date and facilitated a group discussion around structure of document, evidence, focus on products and age and detailed steps. LW to circulate completed draft ToC and literature evidence in the coming couple of weeks when completed. | LW/PR LW | 14/02 31/01 |
| 2.4 | ESG Gaming website (Organisational foundation building action) | Website now updated and published | | |
| 2.5 | Enabling Plan (Organisational foundation building action) | Enabling Plan agreed at last board meeting and now published on website | | |
| 2.6 | Vision & Mission statements (Organisational foundation building action) | CJ lead a discussion to complete these statements. Board to review and approve final edits via email | CJ | 20/01 |
| 2.7 | End Point Assessment Organisation (EPAO) product (Product action) | LW provided an update to the board on progress with Ofqual / Ofsted and the Education and Skills Funding Agency. LW to continue progress and arrange Ofsted training for Board idc | LW | Q2 |
| 2.8 | Web3 portal (Product action) | LW provided an update to the board on progress. LW to share wireframe and tech build specification with board for input when complete | LW | Q1 |
| 2.9 | IronClad (Product action) | SC gave update to board on progress. CJ / SC to agree comms plan for series of launches | SC/CJ | 03/02 |
| 2.10 | BCorp (Organisational foundation building action) | LW to consider value of BCorp certification to ESG Gaming and share with board for discussion | LW | Q2 |

Events

| Ref | Notes | Action | Lead | Date |
|-----|-------|--|------|-------|
| 3.0 | EAG | Attending EAG – write up appearing in trade press and on website | | |
| 3.1 | ICE | CJ to develop marketing and comms plan | CJ | 04/02 |

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|-----|---------|--|-------|-------|
| 3.2 | NextGEN | CJ, LW to attend with SC. Plan to be devised | CJ/SC | 24/02 |
|-----|---------|--|-------|-------|

Communications

| | | | | |
|-----|-----------------------|---|----|----|
| 4.0 | Comms Plan | CJ to develop comms and events plan | CJ | Q1 |
| 4.2 | Branded Annual Review | NEDs approved branded annual review which is published on website | | |

Risk

| Ref | Notes | Action | Lead | Date |
|-----|--------------------------------|--|------|------|
| 5.0 | Organisational Risk Assessment | LW to circulate updated risk assessment for approval via email | LW | Q1 |

AOB

| Ref | Notes | Action | Lead | Date |
|-----|----------------|---|------|-------|
| 6.0 | MBA Analysis | Board approved MBA recommendations. These have been published on website | LW | Q1 |
| 6.1 | Self-Exclusion | Board discussed Self-Exclusion Chairs role and gave feedback for LW to take back | | |
| 6.2 | Fundraising | Board shared their work around income generation. LW to populate a fundraising pipeline and circulate | LW | 24/02 |

Meeting finished at 1250

Dates for noting:

- 07 – 09 February, ICE – London Excel
- 23 – 23 March, ESI Next Gen – Warwick University
- Agreed meeting dates for 2023: Tuesday 11 April / Tuesday 11 July / Tuesday 10 October / Tuesday 12 December. All meeting via Teams, 1100 – 1300.