

ESG Corporate Community Interest Company: trading as ESG Gaming
 Non-Executive Director Board Meeting



Tuesday 11 April 2023, 1100 – 1130 (UK time)

Venue: Via Teams

Attendees: Directors

Guests: LW MBA tutor / Investors in People (IIP) / B Corp

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 apologies. Sam joined meeting ten minutes late due to prior meeting.</i>			
1.1	<i>Register of Interests</i>	<i>No new interests to declare. CJ – noted he was a trustee of CHIPS Charity. LW to update register and publish.</i>	LW	11/04

Governance

Ref	Notes	Action	Lead	Date
2.1	<i>Governance & People Handbook</i>	<p><i>Handbook discussed among board members and IIP. Actions:</i></p> <ul style="list-style-type: none"> <i>Conduct / Behavioral Framework: consideration to be given to include some narrative around homeworking support and how it fits into our values.</i> <i>Employee terms & benefits: consideration to be given to working arrangements / job shares / four-day week / childcare.</i> <i>Development Review: agreed for employees, volunteers, but a shortened version for board needed.</i> <p><i>Handbook and contents agreed with tweaks as above. Final action is to inject some fun, personality and kindness in to Handbook as key value of ESG Gaming. LW to circulate v2 of Handbook, and complete an improved People Page on website.</i></p>	LW	11/07

2.2	Investors in People	Board and IIP reviewed and discussed collectively the IIP framework. Actions: <ul style="list-style-type: none"> LW and some of Board to meet with IIP to undertake analysis of where we are against framework. IIP to test assumptions. LW to upload any evidence to IIP Portal. Planning to achieve standard IIP accreditation in coming few weeks. 	LW	11/07
2.3	B Corp	Assessor apparently just gone on maternity leave, but board reviewed and discussed B Corp Impact Assessment. Work to continue and planning to achieve B Corp accreditation in coming few weeks. Actions: <ul style="list-style-type: none"> LW to produce and distribute a proposed environmental policy for input. LW to look at how we might work with an environmental charity (i.e. National Trust) and support their 'Plant a Tree' initiative to off-set our carbon emissions. 	LW	11/07
2.4	ISO:9001	Board agree we would pause and consider withdrawing from ISO 9001 accreditation as very process driven. Board to keep under review and LW to explore other accreditations that might be more suited.	LW	11/07
2.5	City & Guilds	Board agreed to continue to work towards, especially relevant for esports Teams Excellence product and Influencers Research as a L&D resource.	LW	11/07
2.6	Theory of Change	Complete and published on website for web3 / esports education	PR/LW	11/04
2.7	Web3 literacy review	Complete and published on website	PR/LW	11/04
2.8	Chair Report	Agreed to continue to produce and publish on website every three months.	LW	11/07
2.9	ESG Gaming website	Website now updated and published. Two actions: (i) strengthen fundraising page and (ii) strengthen People page	LW	11/07
2.10	2023 Enabling Plan & KPIs	Complete and published on website	LW	11/04

2.11	Vision & Mission statements	Complete and published on website	CJ	11/04
2.12	Advisory Group	LW & SC to scope ideas and share draft with board	SC/LW	11/07

Events / Product

Ref	Notes	Action	Lead	Date
3.0	Events	Attended: EAG / ICE / ESI London / NextGen / Discover Esports / ICE Esports Arena and London Games Festival. Upcoming poss events London Tech Week / Igaming Next. LW / CJ to consider capacity	CJ/LW	11/07
3.1	Influencers Research	Funding proposal at Stage 2. Decision May 2023.	LW	11/07
3.2	Team Excellence / Web3	Awaiting on outcome of funding proposals	LW	11/07
3.3	Careers 1Up	Might withdraw due to capacity. Passed ESFA & Awarding Body Stage. At final Ofsted Stage	LW	11/07
3.4	Baby Boomers Esports product / Team	LW & SC to scope ideas and share draft with board	SC/LW	11/07
3.5	Ironclad	Ironclad stakeholder reception reviewed which was 99% positive. Agreed to help frame context of film, ESG Gaming to fund for a commission two further films on EDI and Mental Health in Esports	SC/LW	11/07
3.6	ESI Film Festival	Board approved Resolution. If year-end position is stronger than Scenario One as per Resolution Paper, LW to come back to board to get a decision on either (i) increasing prize fund for Film Festival or (ii) spreading additional surplus to other orgs.	SC/LW	11/07

Communications

4.0	Comms & Marketing Plan	CJ & LW to work on draft and circulate. LW next module for MBA is marketing & Comms which might help.	CJ/LW	11/07
4.1	2022/23 Annual Review	CJ & LW to work to draft branded Annual Review & CIC34 Statutory Report draft ready for AGM	CJ/LW	05/09

Risk

Ref	Notes	Action	Lead	Date
5.0	Organisational Risk Assessment	Board reviewed and approved assessment, which is published.	LW	11/04

AOB

Ref	Notes	Action	Lead	Date
6.0	No AOB			

Meeting finished at 1255

Dates for noting:

- **Agreed upcoming meeting dates for 2023:** *Tuesday 11 July / Tuesday 10 October / Tuesday 12 December. All meeting via Teams, 1100 – 1300.*
- **Agreed in person strategy day:** *Tuesday 05 September, London, 1030 – 1630.*
- **Agreed in person AGM:** *Tuesday 05 September, London.*