

SWI Board Meeting – Minutes (Public Version)

Date: 3rd December 2025

Attendees

- Board Trustees (online)
- Staff representatives

Apologies: 1 trustee

Opening

The meeting was chaired by the National President.

- No declarations of interest were reported.
-

Previous Minutes

- Minutes and action log from 8th October 2025 were approved with minor corrections noted.
-

Chair's Report

- The Chair provided an update on recent engagement activities, including attendance at international and national conferences, federation centenary celebrations, and peer group meetings.
 - Ongoing engagement with committees and federations was also noted.
-

Communications Update

- A presentation was delivered on communications activity and performance following the launch of the new website.
 - Early analytics data is helping to better understand member engagement and improve future content and user experience.
-

Heritage Project Update

- The Heritage Project has reached its halfway milestone.

- Member volunteer engagement continues to grow.
 - The project remains on track to meet deliverables, with potential to apply for extended funding.
-

Finance

- Finance Committee papers, quarterly accounts, and the proposed 2026 budget were presented and approved.
 - The Board reviewed and discussed the investment portfolio and noted the value of the accompanying summary.
-

CEO Report

Strategic Projects

- Updates provided on key initiatives including the touring exhibition project, suffrage centenary opportunities, Triennium campaign, and organisational compliance.

Touring Exhibition

- The touring exhibition project continues to progress well.
- A collaborative industry and stakeholder event is planned to support development and engagement.

Partnership Opportunities

- A proposal relating to suffrage centenary collaboration was discussed.
- Due to organisational capacity, the Board agreed to support promotion and awareness rather than formal partnership involvement.

Triennium

- Low levels of applications for board and committee roles were noted as a concern.
- Board members agreed to help promote opportunities and increase engagement.
- Recruitment campaign to be strengthened.

Legal and Governance Matters

- Update provided on developments relating to UK Supreme Court guidance.
- The Board agreed to seek further legal advice and hold wider consultation discussions.

Compliance and Governance

- Discussion held regarding membership data quality and national fee processes.

- Proposal approved to establish a compliance working group involving federations and members.

Strategy Planning

- A January strategy day will focus on short-term planning ahead of board transition in 2026.

Policy Review

- Eye Test and Procedure Policy approved.
- Safeguarding policy update currently under legal review.

Any Other Business

- 2026 Board meeting dates confirmed.

Risk Register

- No changes reported.

Meeting Close

The Chair thanked attendees and closed the meeting.

Approvals and Actions

Approvals

- Minutes from 8th October 2025
- Eye Test and Procedure Policy
- Finance papers and 2026 budget

Actions

- Upload redacted October minutes to website
- Continue progress with touring exhibition project
- Issue confirmed 2026 meeting dates
- Finalise January strategy day planning

- Establish compliance working group
 - Arrange consultation meeting regarding UK Supreme Court developments
 - Promote Triennium campaign in early 2026
 - Provide communications support for suffrage centenary activity
-