



**Minutes of the Active Humber  
Company Board meeting  
24th March 2023  
Meeting held via Teams 8.30am - 11.00**

**Present Trustees/Directors**

Richard Smith (RS)	Chair/Trustee
Steve Curtis (SC)	Trustee
Rebecca D’Arcy (RD)	Trustee
Bibhash Dash (BD)	Trustee
Natalie Murphy (NM)	Trustee
Richard Skewis (RSK)	Trustee

**Supporting Officers**

David Gent (DG)	CEO
Nicola Massingham (NMM)	Head of Development
Gemma Armitage (GA)	Interim Head of Business Support
Lucy Playford (LP)	Marketing Manager

**1 Welcome and Apologies**

RS welcomed everyone to the meeting. The following apologies were noted.

Chris Adams (CA)	Trustee
Jane Stafford (JS)	Trustee
Claire Pickthall (CP)	Trustee

**2 Declaration of Interests**

There were no declaration of interests to record.

**3 Company board minutes of the meeting held on the 9th December 2022**

The minutes from the board meeting held on the 9th December 2022 - Board minutes December 2022 were agreed as a true and accurate record of the meeting held.

#### **4 Matters arising and Action Log**

DG reported and gave feedback on the Action Log to the board. All actions outlined within the action log have either been completed, or are on the meeting's agenda for discussion.

#### **5 Business Strategy**

The CEO gave a presentation on the possible Board strategy 2023/24 .

The board welcomed the presentation and agreed with the direction of travel to be taken. There were a number of additional comments.

BD suggested that the board look in more detail as to how it might prepare for the anticipated crisis to come. Agreed this should be discussed further.

RD asked about organisational capacity and the CEO responded three actions are required of him and the team.

- Replace the Head of Business Support post to ease the burden across the organisation and in particular within the senior leadership team.
- The attraction of extra investment to support the demands being made on the Development team.
- Continue to focus on those tasks which address inactivity and inequalities best to the exclusion of other things.

RSK noted a story of children being inactivity in what appears to be some of our most affluent areas of the Humber but the children not being from affluent families. He highlighted the need to support these groups of children.

It was agreed that the CEO should present at the next board meeting on the medium to long term business strategy for our work with children and young people.

The Board agreed the Business Strategy paper and approved the following recommendations;

5.1 The board noted the presentation on the review of the business strategy.

5.2 The board to consider at its next meeting how as an organisation it best prepares for future crises and how to tackle inactivity in those situations.

5.3 The CEO to present at the next board meeting on the medium to long term business strategy for our work with children and young people.

5.4 The board agreed to the Business plan 2023/24

5.5 The board noted the ongoing work on measurement, evaluation, learning and impact and a further report be made at the June Board meeting.

## 6 Exemplar

DG presented to the Board for approval, the paper on Exemplar. The paper was discussed in full and the contents noted.

The board discussed in detail the item on organisational capacity and NM suggested the development of a wellbeing charter with appropriate support and RD stressed the need for all colleagues to find the time to be active and build that into the day.

The CEO updated the Board on his involvement with Active Withernsea and the board whilst welcoming this stressed the need to find a medium to long term solution to allow the CEO to focus on Active Humber.

The Board approved the following recommendations;

### *Governance*

6.1 Noted the minutes of the GSC meeting - 8th March 2023

6.2 A Code of Sport Governance. The Active Humber board agreed to the following.

A) The board has considered the statement of compliance and is content to confirm that Active Humber continues to comply with *A Code for Sports Governance* in respect of the requirements listed below.

1. Structure - Requirements: 1.1-1.18
2. People - Requirements: 2.4-2.6, 2.8-2.13
3. Communication: 3.2 to 3.3,
4. Standards and Conduct: 4.2-4.6
5. Policies and Processes: 5.1, 5.4-5.7

B) The board is currently working with the Sport England designated consultants as advised to Active Humber to achieve in the timescales identified by Sport England, requirements 2.1 to 2.3 relating to the production of a Diversity and Inclusion Action Plan.

C) The board has considered the requirements 2.7, 3.1, 3.4, 4.1, 4.7, 5.2, and 5.3 and approves of the information presented to the board concerning these matters in the document *A Code for Sports Governance (2021) - Factcheck Questionnaire* as presented to the board.

D) The board delegates to the CEO, Chair, and the Governance & Standards Committee to act on its behalf to ensure any remaining issues (should they arise) be dealt with by this group to ensure the timescale for submission is achieved.

6.3 Agreed to the paper The balance between the board and committees on decisions

6.4 Board skills & Interests - Noted a few responses are still required and a full report will be given at the next board meeting.

6.5 Welfare & safeguarding - Noted the ongoing progress around safeguarding, the successful completion of the board training and that a report be brought to the next meeting regarding the potential role of regional welfare and safeguarding officers.

#### *Finance and Business Planning*

6.6 Noted the minutes of the Finance and Audit Committee, 6th March 2023.

6.7 Agreed to the interim HBS report for Quarter 3 as presented to the board and the recommendations contained within it.

6.8 Agreed to the proposal on how best to replace the Head of Business Support role.

6.9 Noted the presentation - *Funding to and via Active Humber, and across the Humber* and to receive further reports on this at future board meetings.

6.10 Agreed the draft budget 2023/24 and to be amended if required once the year end position is known.

6.11 Agreed to the cost of living increase proposal as presented to the board.

6.12 The CEO to ensure the annual accounts and report for 2022/23 are compliant with the new regulations from the Charity Commission.

### *Team and People Development*

6.13 The board noted the update from the CEO on the pressures that the organisation faces at present and the organisational capacity to deal with those pressures. The CEO to manage the situation and work with Board to manage these pressures and give a further update at the next board meeting.

## **7 Advocate**

The board considered the paper Advocacy Report

The Marketing Manager gave a presentation on the revised Marketing and Communication strategy. The board commented positively on the quality of of the strategy.

SC asked about the use of video to explain our impact and NMM replied the increased use of video is central to our approach into the future.

SC asked that in attempting to attract key policy makers to the Humber that Chris Boardman in his role at Sport England and Active Travel England should be a key person we should be encouraging to come.

The Board noted the contents of the report and approved the following recommendations;

7.1 Noted the AIC draft minutes 9th March 2023

### *Influence & Relationships*

7.2 Noted the Policy Mapping Framework

7.3 Noted the ongoing work being undertaken on influencing.

7.4 The CEO to continue with the plans to attract senior Sport England persons and others to the region.

7.5 Approved the Advocacy plan 2023/24

### *Promote*

7.6 Approved the Active Humber - Marketing and Communications strategy 2023/2024

7.7 Noted the work undertaken in Quarter Four on the 'Promote' objective.

7.8 Approved to the changes on how the annual report, accounts, review and impact arrangements are published.

## **8 Inactivity**

The Board noted the contents of the Inactivity report and approved the following recommendations;

8.1 Agreed to the next steps for Active Humber on placed based working and noted the ongoing discussions with Sport England on their emerging place-based working policy and approach.

8.2 Noted the work taking place in each of the 4 Local Authority areas and Active Withernsea.

8.3 Noted the work taking place to achieve the business objective of 'Workforce'.

8.4 Agreed to the Active Humber Environmental sustainability and climate change plan 2023/26

## **9 Inequalities**

The board discussed and noted the contents of the Inequalities report and the presentations on Opening Schools for the Future and the Together Fund

The board asked for more detail on the legacy from the GOGA project and it was agreed this should be reported at the next meeting.

The Board approved the following recommendations;

9.1 Noted the work being undertaken in the area of Children and Young People around a) Opening School Facilities Fund and b) School Games.

9.2 Noted the work being undertaken on Adults activity. The board asked for more detail on the legacy from the GOGA project and it was agreed this should be reported at the next meeting.

9.3 Noted the work being undertaken in the Together Fund programme area and a full outcomes report be brought to the next meeting.

9.4 Approved the paper on transgender issues.

9.5 Noted the work being undertaken on stopping hate crime and the creation of a Yorkshire and Humber commitment to race equality.

9.6 Noted the ongoing work of Active Humber in tackling the cost of living crisis in the community.

9.7 The board noted the challenges around Public Leisure and the challenges around the provision of swimming. This should be a future board topic.

9.8 The board at its next meeting be updated on the the production of the Diversity and inclusion Action Plan.

## **10 Any Other Business**

There was no other business.

## **11 Date of next meeting**

- 16th June 2023 - in person at the Aura Centre
- 29th September 2023 - in person at the Aura Centre
- 8th December 2023 - Teams meeting
- 22nd March 2024 - Teams meeting

- 12 Board review (without staff in attendance)** - The board reviewed the meeting in terms.
- How are we performing as a Board?
  - What do we need to discuss further with the CEO?
- 13 Close of meeting** - The meeting closed at 1200.