



**Minutes of the Active Humber
Company Board meeting
24th September 2021
Aura Centre, Bridgehead Business Park, Hessele**

Present Trustees/Directors

Richard Smith (RS)	Chair/Trustee
Natalie Murphy (NM)	Trustee
Jane Stafford (JS)	Trustee
Claire Pickthall (CP)	Trustee
Richard Skewis (RSK)	Trustee
Steve Curtis (SC)	Trustee
Chris Adams (CA)	Trustee

Supporting Officers

David Gent (DG)	CEO
Nicola Massingham (NMM)	Head of Development
Richard Hall (RH)	Head of Marketing
Kerry Conner (KC)	Business & Finance Manager
Scott Hartley (SH)	Press Red agenda item <i>1 - 5 only</i>
Sarah Tague (ST)	Development Manager <i>agenda items 1 - 5 only</i>
Sam Tasker (SAM)	Digital Content Officer <i>(IT support)</i>

Observers

Gurpreet Dulay (GD)	BDO (Sport England Auditor)
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1 Welcome and Apologies

RS welcomed everyone to the meeting. There were no apologies.

2 Declaration of Interests

Declaration of Interest - There were no declaration of interests to record.

Identification Checks - KC reminded Trustees who have not already done so, to kindly forward their identification documents. This is part of the annual audit requirement for all Trustees to undertake anti-money laundering checks.

3 Company board minutes of the meeting held on the 25th June 2021

The minutes from the meeting held on the 25th June 2021 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 Influence

The board paper on influence can be found here [Influence](#)

DG welcomed both Scott Hartley from Press Red and Sarah Tague who have been working on the Humber insight data to the meeting.

ST gave an overview of the work currently underway on insight across the Humber around the Active Lives data and demonstrated the draft Humber Mapping Tool for information. This tool has been developed to be used across the Humber by ourselves and our partners to shape our work going forward.

NM asked how we are actively seeking feedback on the mapping tool and how we are using this across the Humber. ST reported that this is something we are focusing on and have had regular briefing sessions across the Humber. We will continue to circulate this information and seek constant feedback.

SH gave a presentation on the Humber Insight Data. In terms of inactivity, the Humber area is ranked 3rd most inactive Active Partnership area. DG reported that

this insight data will shape our further work and highlights our current challenges across the Humber.

A discussion was held around the information presented. It was

- The Humber faces a societal challenge with inactivity across the life course and across our neighbourhoods
- On average over the last 5-years over a 1,100 people over the age of 55 move into the Humber every year while over 1,500 of 16-34's leave every year
- The proportion of over 65's is projected to grow a third over the next 20 years
- Levels of inactivity among those aged 55-74 seemed to be improving and then the pandemic struck
- There are now around 79,000 people in this age group that are inactive (20,000 more than the next nearest age group)
- A number of long term conditions that relate to physical activity behaviour develop in this age group
- There are higher levels of inactivity in this age group across urban/rural and level of deprivation

It was agreed that we should as our primary focus continue to keep focussing on 55-74 year olds while supporting partners with the wider societal challenge around all adult age groups concerning inactivity.

The board thanked both Scott and Sarah for their efforts on this piece of work.

DG then presented the remaining paper to the Board on Influence.

As part of the paper, DG gave a presentation on Active Humber Future Strategy for board approval.

A detailed discussion was held on this item and the board agreed to the following as outlined in the presentation;

1. The logic and approach outlined
2. The proposed revised goals
3. The proposed revised objectives with a further update at the next meeting on the objectives around active ageing, long term health conditions and disabilities.
4. That *Uniting the Movement* is our 'compass' & systems strategy

5. That ‘*Active Together*’ (as a working title) is our organisational external facing strategy, our ‘game plan’ with an associated annual business plan

The following recommendations were approved by the Board from the paper on influence.

Resolutions:

1. The board agreed that our primary focus continues to keep focussing on 55-74 year olds while supporting partners with the wider societal challenge around all adult age groups concerning inactivity. The board asked that further investigation be undertaken on how we address the issues COVID 19 has impacted upon the types of activities people now undertake and how we should best encourage others to be or return to activity.
2. The Board agreed suggested revisions to the goals and objectives for the period 2021/2025 as follows:

The two Strategic Goals amended were approved; two areas that were amended were:

- *Partnerships re-worded (now [Advocacy](#))*
- *Governance re-worded (now [Exemplary](#))*

The amends to the Objectives were approved;

- *Collaborative Leadership* - change to *Advocacy*
 - *Support*; revise to 4 sub objectives of places, partners, people and funders
 - *Deliver* - further work required on how best to explain our work on active ageing, long term health conditions and disabilities.
3. The Board agreed that the Sport England ‘*Uniting the Movement*’ strategy is the best means to influence the Humber physical activity system and to develop our existing ‘*Forward in Motion*’ document into a statement/plan to explain our unique role in ‘*Uniting the Movement*’.
 4. The Board received the ongoing work being undertaken around collaborative leadership.

5. The Board received the work undertaken in Quarter Two on the 'Promote' objective.
6. Note that information is awaited from Sport England on what is required from Active Partnerships on impact measurement and this to be discussed at the December 2021 board meeting.

6 Organised

DG presented to the board the 'Organised' paper, for information, this paper was discussed in full.

Resolutions:

The Board approved the following recommendations;

Governance

1. The Board received the GSC minutes of the 14th September 2021.
2. The Board noted the actions needed of the board to be compliant with the revised Code of Sports Governance and an action plan be produced to be considered at the next board meeting. **ACTION: Action plan to be developed and brought to the December 2021 meeting. DG/KC**
3. The Board agreed the Board evaluation action plan and an update on progress be given at the next board meeting. **ACTION: An update on the progress to be brought to the December board meeting. DG/KC**
4. The Board agreed the following board appointments;
 - Chris Adams as Senior Independent Director.
 - Jane Stafford as Welfare and Safety Director.

And both appointments are effective from the 24th September 2021. Both appointments are for a 4 year period commencing the 1st October 2021.

5. The Board approved the draft policy on menopause and to be added to the policy register.
6. The board noted the progress on safeguarding and acknowledges the annual action plan as the organisational operational plan for safeguarding. The board also notes that Active Humber has passed the annual CPSU review.
7. The Board formally adopts the new object - (5) Creating and helping to protect the places and spaces that make it easier for people to be active through the achievement of environmental and sustainability goals. **ACTION: KC to ensure this resolution is completed for the Charities Commission.**

Finance and Business Planning

1. The Board received the minutes of the Finance and Audit Committee, 14th September 2021.
2. The Board approved the 2020/21 Annual Accounts.
3. The Board noted that the Sport England external finance audit is taking place the week commencing the 4th October 2021 and will receive a report of the audit at the December board meeting. **ACTION: DG / KC to bring the BDO report to the December 2021 meeting.**
4. Accept the Business and Finance Manager report as presented to the board and the recommendations contained within it, specifically around the recommendation around the reserves policy. **ACTION: KC to bring to the December meeting an updated proposal on the Reserves Policy**
5. The Board received the paper on 'Funding to Active Humber, via Active Humber and into the Humber' and received further reports on this at future board meetings.
6. The Board noted the progress made on the Business plan 2021/22 in Quarter Two and what is proposed for the rest of the year.
7. The Board noted the documents submitted to Sport England for the funding submission 2022/2027. **ACTION: DG/KC to bring an update to the December 2021 meeting.**

Team and People development

1. The board wishes to thank Richard Hall for all his efforts as the Head of Marketing and wishes him all the best in his new role at the University of York.

Continuous Improvement and Learning

1. The Board received the intention to hold an ‘appreciative inquiry’ on the long term health conditions and disability programmes and services of Active Humber on the 24th November 2021.

7 Support

DG presented the ‘Support’ paper, for information. The paper was discussed in full.

Resolutions:

The Board approved the following recommendations;

1. The Board noted the work being undertaken on the emerging political and organisational structures across the Humber and that a further update be given at the next board meeting.
2. The Board noted the work being undertaken with Local Authorities and the focus on our work in the East Riding and North East Lincolnshire in Quarter Three.
3. The Board noted the Sport England funding submission.
4. The Board noted the changes that have taken place in the area of workforce and that an update on the proposed Sport England approach to workforce to be given to the December board.

8 Deliver

DG presented to the board the ‘Deliver’ paper, for information, the paper was discussed in full.

Resolutions:

The Board approved the following recommendations;

- 1 To note the work being undertaken in the area of Children and Young People
- 2 To note the work being undertaken in the area of Active Ageing
- 3 To note the work being undertaken in the area of Inclusion
- 4 To note the work being undertaken in the area of Active Environments

9 Any Other Business

There was no other business.

11 [Date of next meeting](#)

- 10th December 2021
- 25th March 2022
- 24th June 2022
- 30th September 2022

13 Board review (without staff in attendance) - The board reviewed the meeting.

14 Close of meeting - The meeting closed at 11.55.