



**Minutes of the Active Humber  
Company Board meeting  
16th June 2023  
Aura Innovation Centre, 0930 to 1200**

**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)	Finance Manager
Lucy Playford (LP)	Marketing Manager

**1 Welcome and Apologies**

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

Chris Adams (CA)	Trustee / Senior Independent Director
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 24th March 2023**

The minutes from the board meeting held on the 24th March 2023 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 - Board meeting March 2023 to the board. The board agreed the action log was a true and accurate record of the actions and that all the actions have either been completed, or are on the meeting's agenda for discussion.

## **5 Business Strategy**

The CEO gave a presentation on the current business strategy.

The board had an depth discussion around the presentation and agreed with the direction of travel outlined. The CEO to keep the board updated at future meetings.

The Board agreed the Business Strategy 2023/24 paper and approved the following recommendations;

- 5.1 The board noted the presentation on the review of the business strategy.
- 5.2 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.
- 5.3 The board noted the ongoing work on measurement, evaluation, learning and impact and a further report be made at the September 2023 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 approved the following recommendations;

### *Governance*

- 6.1 A Code of Sport Governance. The board noted a decision is awaited.
- 6.2a To note the resignation of Claire Pickthall and to thank her for all her efforts. The CEO to start the process to replace Claire and taking note of the outcome of the CoSG and DIAP once known.
- 6.2.b The CEO to circulate to the board the appointment periods of board members.

6.3 Welfare & safeguarding - To note the ongoing progress around safeguarding, and that a report be brought to the next meeting regarding the potential role of regional welfare and safeguarding officers.

#### *Finance and Business Planning*

6.4 To receive the Q4 management accounts.

6.5 To note the end of year Administration Target has been met.

6.6 The cash position as at 4th June 2023.

6.7 To note the funding overview, new funding applications and noted the presentation Lottery funding into the Humber.

6.8 The budget 2023/24 remains as previously agreed.

6.9 To note the actions being undertaken to replace the Head of Business Support role.

6.10 To add Gemma Armitage as a bank signatory and advise Sport England that Gemma is one of our recognised contacts in relation to our funding agreements with Sport England.

6.11 No action is needed at present on the Cost of living support to colleagues and a further report be made to the September board meeting.

#### *Team and People Development*

6.12 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.

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

The Board approved the following recommendations;

- 7.1 To note the ongoing work being undertaken on insight and learning
- 7.2 To note the ongoing work being undertaken on influencing.
- 7.3 The CEO continue in the plans to attract senior Sport England persons and others to the Humber.
- 7.4 To note the work being undertaken to implement the Marketing and Communications strategy.

## **8 Inactivity**

The Board noted the contents of the Inactivity report,

The Board approved the following recommendations;

- 8.1 To note the work taking place in each of the 4 Local Authority areas and Active Withernsea.
- 8.2 To note the work taking place to achieve the business objective of 'Workforce'.
- 8.3 To note the work being undertaken on environmental sustainability at a local to national level.

## **9 Inequalities**

The board discussed and noted the contents of the Inequalities report and the presentation on Opening School Facilities year 1.

The Board approved the following recommendations;

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

9.2 To note the work being undertaken on Adults activity and a further report on GOGA be made at the September board meeting.

9.3 To note the work being undertaken in the Together Fund programme area.

9.4 To note the work being undertaken on stopping hate crime and the creation of the Yorkshire and Humber commitment to race equality.

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

## **10 Any Other Business**

The Chair and Board commented to the CEO how impressed they were with what the staff team had achieved in the current circumstances and asked that their praise be passed onto the staff team.

There was no other business.

## **11 Date of next meeting**

- 29th September 2023 - Aura Innovation Centre
- 8th December 2023 - Teams meeting
- 22nd March 2024 - Teams meeting
- 21st June 2024 - Aura Innovation Centre

**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 1230.