



**Minutes of the Active Humber
Company Board meeting
7th October 2022
Meeting held via Teams 9.30am - 12.30**

Present Trustees/Directors

Richard Smith (RS)	Chair/Trustee
Chris Adams (CA)	Trustee
Steve Curtis (SC)	Trustee
Natalie Murphy (NM)	Trustee
Rebecca D’Arcy (RD)	Trustee
Bibhash Dash (BD)	Trustee
Richard Skewis (RSK)	Trustee
Jane Stafford (JS)	Trustee
Claire Pickthall (CP)	Trustee

Supporting Officers

David Gent (DG)	CEO
Nicola Massingham (NMM)	Head of Development
Kerry Conner (KC)	Head of Business Support
Sam Keighley (SK)	Strategic Director, YSF (Extended Workforce Role) 11.15am onwards
Kate Conway (KC1)	YMCA Humber (<i>item 2 only</i>)
Gary Sainty (GS1)	NHS Humber and North Yorkshire Health and Care Partnership (<i>Item 2 only</i>)
Graeme Sinnott (GS)	Active Partnerships
Richard Lacey (RL)	Harris, Lacey and Swain
Rob Fraser (RF)	Harris, Lacey and Swain

The board expressed their deep felt thanks for all that Kerry Conner has achieved for Active Humber over 17 years. The board wished Kerry well in her new role.

1 Welcome and Apologies

RS welcomed everyone to the meeting. No apologies were received.

2. Learning Sessions

As part of the ongoing Board Evaluation, two learning sessions were presented and discussed at the meeting as follows;

1. YMCA Humber: presentation and YMCA Humber video was shared and discussed for information.
2. Gary Sainty: NHS Humber and North Yorkshire Health and Care Partnership: GS gave a presentation to the board which was discussed for information.

The Chair thanked Kate Conway and Gary Sainty for their time, contributions and presentations.

3 Declaration of Interests

Declaration of Interest - There were no declaration of interests to record. KC did report it was time for our full annual declaration forms to be completed and these will be circulated after the meeting.

4 Company board minutes of the meeting held on the 17th June 2022.

The minutes from the meeting held on the 17th June 2022 were agreed as a true and accurate record of the meeting held.

5 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.

6 Exemplar

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

For item 2.2.2; Richard Lacey and Rob Fraser presented the annual accounts and audit report for discussion and approval.

Resolutions:

The Board approved the following recommendations;

6.1. Governance

1. The Board agreed the GSC minutes of the 22nd September 2022.
2. Agreed the board action plan has been completed
3. Agreed the revised board appraisal timetable.
4. Received the update ongoing progress on safeguarding, the interim arrangements until we appoint a HoBS and note the board training at the 9th December board meeting.
5. Board members agreed to update their a) Register of interests and b) board skills survey for the next board meeting. *Action: register of interests and board skills survey to be completed before December 2022 meeting.*

6.2 Finance and Business Planning

1. The Board agreed the minutes of the Finance and Audit Committee, 6th September 2022.
2. The board received and approved the audited annual accounts 2021/22.
3. Received the HBS report as presented to the board and all of the recommendations contained within it.

4. 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.
5. The Board received and made note to the discussions about working in partnership with other organisations and the possible staffing implications
6. The Board approved the additional cost of livings increases as outlined in the paper.

6.3 Team and People Development

1. The Board received the new staff appointment update and were content that the restructure has now been completed.

6.4 Head of Business Support replacement

1. The Board received the progress being made to replace the HBS role and the interim arrangements that have been in place.
2. Agreed that the CEO should be made Company Secretary to replace the HBS in this role and the arrangements be reviewed again at the March 2023 board meeting.

7 Board strategy and business plan

DG presented to the board the Board Strategy and Business plan paper, for approval, this paper was discussed in full and the contents of the paper noted and agreed.

The Board approved the following recommendations;

1. The Board made note that our challenge remains to make sure we continue to do all we can across the Humber to give leadership and ensure collaboration and collaboration across our partners to drive up levels of activity in a consistent way.
2. The Board received the plan of action to deal with the Implications of the energy / cost of living crisis on participation rates.

3. The Board approved our organisational strategy *Uniting the Movement across the Humber*
4. The Board made note of progress being made on measurement, evaluation and learning. [Action: December 2022 board meeting brings a proposal on to measure the impact physical activity has around mental health, wellbeing, confidence and the overall positive impact.](#)
5. The Board received the Active Humber six month report to Sport England at the next meeting of the board in December 2022.

8 Inactivity

DG presented the Inactivity paper. The paper was discussed in full and the contents noted.

The Board approved the following recommendations;

1. The Board made note of the contents of this report.
2. The Board approved the paper next steps for Active Humber on placed based working
3. The Board approved a plan of action on workforce - Active Humber - workforce plan - version one

9 Inequalities

DG presented the Inequalities paper for information. The paper was discussed in full and the contents noted.

The Board received the following recommendations;

1. The Board received the update on the work being undertaken in the area of Children and Young People.
2. The Board received the update on the work being undertaken in the area of Adults.

3. The Board received the update on the work being undertaken in the area of inclusion.

10 Advocacy

DG presented the Advocacy Paper for information. The paper was discussed in full and the contents noted. The Board approved the following recommendations;

1. The board received the minutes of the AIC of the 6th September 2022
2. The Board approved the draft terms of reference for the AIC
3. The board made note of the arrangements for the visit of Phil Smith, Sport England on the 10th and 11th October.
4. The Board made note of the actions being undertaken by the AIC in the production of an advocacy plan to help in the achievement of the Advocate goal.
5. The Board made note of the work undertaken in Quarter Two on the 'Promote' objective.

11 Any Other Business

There was no other business.

12 Date of next meetings

- 9th December 2022; Aura Centre followed by Safeguarding Training
- 24th March 2023
- 16th June 2023
- 29th September 2023

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

- 14 **Close of meeting** - The meeting closed at 12.00