



**Minutes of the Active Humber
Company Board meeting
28th June 2024
Aura Innovation centre, Hessele**

Present Trustees/Directors

Richard Smith (RS)	Chair / Trustee
Chris Adams (CA)	Trustee / Senior Independent Director
Steve Curtis (SC)	Trustee
Rebecca D'Arcy (RD)	Trustee
Natalie Murphy (NM)	Trustee

Supporting Officers

David Gent (DG)	CEO
Nicola Massingham (NMH)	Head of Development
Gemma Armitage (GA)	Finance Manager
Lucy Playford (LP)	Marketing Manager
Amanda Potter (AP)	Strategic Director, Y&H
Mary Smith (MS)	Sport Welfare Officer
Luke Medcalf (LM)	Development Manager

1 Welcome and Apologies

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

Jane Stafford (JS)	Trustee / Welfare & Safety Director
Richard Skewis (RSK)	Trustee

2 Declaration of Interests

There were no declaration of interests to record.

3 Board minutes of the meeting held on the 22nd March 2024

The minutes from the board meeting held on the 22nd March 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 Board minutes - March 2024 and Board Action Log. The board agreed the minutes and action log are 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 board discussed and noted the contents of the paper - board strategy June 2024. The CEO gave a business strategy presentation on the current business strategy. The board had a discussion around the presentation and agreed with the direction of travel outlined. The CEO to keep the board updated at future meetings. The Board noted the content of the report and presentation and approved the following recommendations;

5.1 *Sport England review* - Noted that Active Humber has received a successful Sport England year end review.

5.2 *Year end report 2023/24* - Noted the success of the year against the agreed business plan.

5.3 *Business Plan, Quarter One 1, 2024/25* - Noted the progress that has been made.

5.4 *Key strategic business planning issues* - Noted the issues facing the organisation and the business plan be updated to account of these issues.

- System partner thematic review
- Internal review of Active Partnerships support
- Devolution and the changing policy landscape
- Physical Literacy
- Place based expansion.
 - The current Sport England place based expansion work across the Humber
 - Future Humber - creating a place based narrative for the Humber
 - Place Partners group
 - Sport England Yorkshire & Humber cluster model
- Sport England Environmental Sustainability strategy
- General Election - lobby documents, manifestos and post election issues
- Sport England PESTEL & SWOT and 3 key asks.

5.5 *Business Plan 2024/25* - Agreed the suggested future plans for 2024/25 as outlined in the paper and that they be incorporated into the 2024/25 business plan.

5.6 *Business Plan 2024/25, Quarter Two actions* - Agreed the suggested actions as outlined in the paper.

5.7 *Measurement, evaluation, learning & Impact* - Noted the ongoing work being undertake across measurement, evaluation, learning & Impact across a) the system, b) Active Humber and c) the projects we deliver.

6 Advocate

The board considered the Advocacy paper June 2024 and noted the Marketing Manager's presentation to the board.

The board approved the following recommendations;

6.1 *Insight and learning* - Noted the ongoing work being undertaken on insight and learning and in particular the project with the University of Hull on AI and Active Lives.

6.2 *Influencing and relationship* - Noted the ongoing work being undertaken on influencing and relationship building.

6.3 *Sport England senior persons* - Noted that Chris Boardman, Chair, Sport England is to visit the Humber in early November. Further details be reported at the next board meeting.

6.4 *Marketing & communications* - Noted the work being undertaken to implement the Marketing and Communications strategy and agreed the proposed changes as outlined in the paper. Also noted the Marketing Manager report - June 2024 for the year so far.

6.5 *Artificial intelligence* - Agreed the AI Policy for Social Media and Marketing

7 Inactivity

The Board noted the contents of the Inactivity paper June 2024 and the presentation on the role of the Sport Welfare Officer role. The Board approved the following recommendations;

7.1 *Place* - Noted the work taking place in each of the 4 Local Authority areas and Active Withernsea.

7.2 *Workforce* - Noted the work taking place to achieve the business objective of 'Workforce'.

7.3 *Welfare & safeguarding* - Noted the work taking place around welfare and safeguarding.

7.4 *Environmental sustainability* - Noted the work being undertaken on environmental sustainability at a local to national level.

8 Inequalities

The CEO presented to the Board for approval, Inequalities paper June 2024 and there were two presentations on a) Opening Schools for the Future and b) Inequalities. The paper and two presentations were discussed in full and the contents were noted. The Board approved the following recommendations;

8.1 *GSC* - Noted the work being undertaken by the GSC at its May 2024 meeting in the areas of Children and Young People, Adults and Inclusion.

8.2 *Opening Schools for the Future* - Noted the work being undertaken through the Opening Schools for the Future programme.

8.3 *Inclusion support* - Noted the work being undertaken on the Violence Prevention Partnership, Trauma Informed approach and domestic abuse support work.

8.4 *DIAP* - Noted the successful approval of the Diversity and Inclusion Action Plan.

9 Exemplar

The board discussed and noted the contents of the Exemplar report June 2024 .The Board approved the following recommendations;

Governance

9.1 *GSC minutes* - Noted the GSC minutes of the 11th June 2024 and in particular the actions being taken around welfare and safeguarding.

9.2 *Board Appraisals & Training* - Noted the appraisals are completed and to now deliver the agreed action plan.

9.3 *Appointment of a Vice Chair* - Agreed the appointment of Rebecca D'arcy as the Vice Chair of Active Humber from the 1st July 2024 until the 2025 AGM..

9.4 *Board recruitment process 2024* - Approved the board recruitment pack and board recruitment policy and to proceed to appointing two additional members. The key skill areas we are seeking are persons with backgrounds in a) health & social care, b) environmental sustainability and c) equalities.

9.5 *Trustees reading papers and policies* - Approved the board regular reading cycle to ensure board members stay up to date on the policies they need to be aware of.

Finance, Investment & Business planning

9.6 *FAC minutes* - Noted the FAC minutes - May 2024 - draft

9.7 *Finance Manager report* - Noted the Finance Managers report, and approved the following recommendations.

1. Received and noted the management accounts quarter 4 summary.
2. Received and noted the current cash position as of the 7th May 2024.
3. Received and noted the current funding overview document and the amends within it.

4. Noted the position on the tax return and a further report be given to the next FAC meeting.
 5. Approved the counter fraud statement.
 6. Approved the grant making policy
 7. Approved the Annual Governance statement 2023/24.
- 9.9 *Investment* - Noted the investment that has been made into the Humber.

Team & People Development

9.10 *Capacity* - Noted the ongoing challenges that not only Active Humber faces but also the wider Active Partnerships Network has to deliver on all that is being asked of it. A further report be brought to September 2024 board meeting on this matter.

9.11 *Payscales* - Approved the revised payscales

9.12 *Staffing structures* - (This is a private and confidential minute).

9.13 *Pensions* - (This is a private and confidential minute).

10 Any Other Business

There was no other business.

11 Date of next meetings

- 27th September 2024 Board meeting - Aura Innovation Centre - 9.30 to 12 noon

- 27th September 2024 AGM - Aura Innovation Centre - 12.00 to 12.30
- 13th December 2024 - Aura Innovation Centre 9.30 to 12.30
- 21st March 2025 - Aura Innovation Centre 9.30 to 12.30
- 26th June 2025 - Aura Innovation Centre 9.30 to 12.30

12 Board review

The board discussed a) How are we performing as a Board? And b) What do we need to discuss further with the CEO? The board were delighted with the content of the board meeting.

13. Close of board meeting - the board meeting closed at 12.30pm.

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.