



**Minutes of the Active Humber  
Company Board meeting  
10th December 2021  
Meeting held via Teams**

**Present Trustees/Directors**

Richard Smith (RS)	Chair/Trustee
Claire Pickthall (CP)	Trustee
Steve Curtis (SC)	Trustee
Chris Adams (CA)	Trustee

**Apologies**

Richard Skewis	Trustee
Natalie Murphy	Trustee
Jane Stafford	Trustee

**Supporting Officers**

David Gent (DG)	CEO
Nicola Massingham (NMM)	Head of Development
Kerry Conner (KC)	Business & Finance Manager
Natalie Dawber (ND)	P.A.U.L for Brain Recovery <i>agenda item 2 only</i>
Leigh North (LN)	P.A.U.L for Brain Recovery <i>agenda item 2 only</i>
Emma Kelly (EK)	Active Withernsea <i>agenda item 2 only</i>
Esther Hall (EH)	Active Withernsea <i>agenda item 2 only</i>
Greame Sinnot (GS)	Active Partnerships <i>agenda item 6 only</i>

**1 Welcome and Apologies**

RS welcomed everyone to the meeting. Apologies received and noted above.

**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 24th September 2021**

The minutes from the meeting held on the 24th September 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 Learning Session**

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

#### **P.A.U.L for Brain Recovery**

NM welcomed Natalie Dawbert and Leigh North from P.A.U.L for Brain Recovery to the meeting. P.A.U.L for Brain Recovery received some Tackling Inequalities Funding from us earlier in the year and gave an overview on the tremendous impact this funding has had on local people.

A few of the case studies were discussed.

The Chair thanked both Natalie and Leigh for their contribution to the meeting, and the excellent work that they are doing. DG gave his forthcoming support to the organisation and looks very forward to working with them in the future.

#### **Active Withernsea**

DG welcomed Emma Kelly and Esther Hall from Active Humber to the meeting. Active Withernsea is one of the pioneering local delivery pilot programmes from Sport England aimed at increasing participation in sport and physical activity.

Both EK and EH gave a presentation; Active Withernsea, *'Why Now? What have we learnt? Our future with Active Humber'* to the Board.

A discussion was held around the measurement, evaluation and learning of this ongoing pilot and how Active Humber can support Active Withernsea going forward. DG gave his forthcoming support to the organisation and looks very forward to working with them in the future.

The Chair and board members thanked Emma and Esther for their continued efforts in this area of work and echoed David's commitment to Active Humber going forward.

## 6 Influence

DG welcomed Greame Sinnott to the meeting to discuss the 'ongoing, MEL journey'

The presentation was discussed at the meeting and these following recommendations were agreed;

- Removing the barriers that mean opportunities to be active are not equal for all, tackling inequalities to be a key focus in all areas of what we do
- Keep building and testing, be curious
- Explore approaches with board, team and partners, learning together
- Engage and connect with the support available, people and spaces
- Think about what the UTM MEL principles mean for you

**Action:** DG prepare and present a detailed proposal to the Board in March 2022 to agree an approach going forwards on measurement, evaluation and learning.

DG then presented to the board, the paper on influence.

### Resolutions:

The paper was discussed and the following resolutions were made:

1. Measurement, Evaluation and Learning: Received the presentation from Graeme Sinnott on measurement, evaluation and learning and officers and the advice and thoughts contained within it. Officers to present to the March 2022

board meeting a detailed proposal on how to undertake this aspect of work in the next funding period. ACTION: March 2022.

2. Insight: Received the information on how the issues of COVID-19 have impacted upon the types of activities people now undertake and how we should best encourage others to be or return to activity.
3. Insight: Received the work being undertaken through the use of insight tools and local briefings to upskill our partners on insight.
4. Future Strategy: Received and noted the work being undertaken to produce the organisational strategy to be presented for approval at the March 2022 board meeting. ACTION: March 2022
5. Collaborative Leadership: Received and noted the ongoing work being undertaken around collaborative leadership.
6. Promote: Received and noted the work undertaken in Quarter Three on the 'Promote' objective.

## **7 Organised**

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

### **Resolutions:**

#### **Governance**

1. Received the GSC minutes of the 16th November 2021.
2. Approved the board action plan to be compliant with the revised Code of Sports Governance
3. Noted the progress being made on the Board evaluation action plan
4. Noted the decision of the board on how to proceed on future Board appointments around the following skills;

- Children and Young People
- Culturally diverse communities
- Disabilities and long term health conditions
- Climate change

**Action:** DG to keep the GSC and Board updated on the progress.

5. Noted the progress on safeguarding.

### **Finance and Business Planning**

1. Noted the minutes of the Finance and Audit Committee, 16th November 2021
2. Noted that the Sport England external finance audit has been completed and we await the final report.
3. Received the Business and Finance Manager report as presented to the board and the recommendations contained within it.
4. Reserves policy - Action; item deferred to March 2022. KC to bring a proposal to the March 2022 meeting.
5. Noted 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. Action: a full report on Income generation be brought to the March 2022 board meeting.
7. Noted the progress made on the Business plan 2021/22 in Quarter Three and what is proposed for Quarter Four.
8. Noted the documents submitted to Sport England for the funding submission 2022/2027.

### **Team and People development**

1. Noted the ongoing changes in the staffing structure and the board continues to wish all the very best to our Marketing Officer, Lucy Playford.
2. Noted the appointment of the DCEO to the permanent role at Humber Coast and Vale ICS. That the CEO liaise with the GSC on implementing the revised management structure as previously agreed.

### **Continuous Improvement and Learning**

1. Noted the successful ‘appreciative inquiry’ held on our long term health conditions and disability programmes and services of Active Humber.

### **8 Support**

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

The following resolutions were made:

1. Noted the work being undertaken on the emerging political and organisational structures across the Humber. Action DG to give a further update at the next board meeting.
2. 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. Noted the Sport England funding submission. Action: DG to update the Board once we have received any confirmation back from Sport England.
4. Noted the changes being proposed concerning the relationships that Active Partnerships have with Sport England and the role and purpose of the national Active Partnerships body.
5. Noted the new Sport England three-year plan and the board examined this in more detail at its 12th January 2022 board meeting.
6. Received the information around the role of Active Humber in the workforce programme.

## **9 Deliver**

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

### **Resolutions:**

Noted the work being undertaken in the area of Children and Young People

Noted the work being undertaken in the area of Active Ageing

Noted the work being undertaken in the area of Inclusion

Noted the work being undertaken in the area of Active Environments

## **10 Any Other Business**

There was no other business.

## **11 Date of next meeting**

- 12th January 2022 (7.00pm - 8.00pm)
- 25th March 2022
- 17th June 2022 (NEW DATE, was the 24th June)
- 30th September 2022
- 9th December 2022

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

**13 Close of meeting** - The meeting closed at 11.55.