



**Minutes of the Active Humber  
Company Board meeting  
26th March 2021**

**(Meeting held via Microsoft Teams)**

**Present Trustees/Directors**

Richard Smith (RS)	Chair/Trustee
Stephen Pintus (SP)	Senior Independent Director/ Trustee
Natalie Murphy (NM)	Trustee
Jane Stafford (JS)	Trustee
Claire Pickthall (CP)	Trustee
Richard Skewis (RSK)	Trustee
Steve Curtis (SC)	Trustee

**Apologies**

Chris Adams (CA)	Trustee
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**Supporting Officers**

David Gent (DG)	CEO
Nicola Massingham (NMM)	Head of Development

**1 Welcome and apologies**

RS welcomed everyone to the meeting.

Noted that Kerry Conner was unable to attend as Company Secretary due to being on Jury Service.

The meeting was recorded on Teams as part of the board evaluation process.

## **2 Declaration of Interests**

There were no declaration of interests to record.

## **3 Company board minutes of the meeting held on the 11th December 2020**

The Minutes from the meeting held on the 11th December 2020 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 Finance and Audit Matters**

### **5.1 Quarter 3 2020/21**

DG presented to the board the finance and audit matters paper for Q3, the paper was discussed in full.

#### **Resolutions:**

1. Approved the Q3 management accounts and budget variance
2. Noted the current funding overview
3. Noted the ongoing actions on the fraud incident
4. Noted the new funding applications progress.
5. Received the Administration Target reported to Sport England.
6. Noted the current cash position.
7. Noted the amends to the contracts register.
8. Noted the assets register and the intention to dispose of the assets.
9. Noted the updates on the important information record.
10. Noted the risk register.
11. Agreed that Active Humber will take the responsibility for the HMRC working from home allowance from the 1st April 2021.
12. Agreed the grant making policy
13. Agree which officers are signatories to the organisation's bank accounts etc.

## **5.2 Budget 2021/22**

DG presented to the board the 2021/22 budget paper, this paper was discussed in full.

### **Resolutions:**

1. The board approved the proposed budget 2021/2022.

## **6 Board matters**

DG presented to the board the board matters paper, this paper was discussed in full.

### **Resolutions:**

1. Noted the board external evaluation arrangements.
2. Noted the actions being undertaken on; Board learning, development and skills; the Code of Sports Governance, Board diversity, and board recruitment.
3. Agreed the revised agenda structure for future meetings.

## **7 Governance & Standards Matters**

DG presented to the board the governance and standards paper, the paper was discussed in full.

The board was supportive of what was proposed with the addition of the following. CP asked that with our increasing work around climate change, how does this affect our vision and purpose? The board agreed with this and that the CEO bring to the June 2021 board meeting, a paper to develop our vision and purpose to better reflect our commitment to climate change.

### **Resolutions:**

1. Noted the minutes of the GSC 9th February 2021 meeting.
2. Noted the actions undertaken by the CEO and staff team to manage the workload through the current Covid-19 pandemic.

3. Agreed that the CEO to manage the ongoing staff arrangements regarding Covid-19 from the 1st April in line with government policy and as necessary refer to the GSC.
4. Noted that the notices to vacate have been given on the offices in Hull and Brigg and accepted and that the move to an agile way of working based at the Aura Innovation Centre, Bridgehead Business Park, Meadow Road, Hessle from the 3rd May 2021 remains on schedule.
5. Agreed the draft environmental and sustainability policy, and an amendment to the objectives of the charity, and approved an outline for a plan of action around climate change.
6. The CEO to bring to the June 2021 board meeting a paper on developing our vision and purpose to better reflect our commitment to climate change.
7. Noted the current and future work being undertaken on equality and inclusion matters and receive an equality impact assessment of our work at the June 2021 board meeting.
8. Agreed to sign up to the Active Partnerships commitment to tackling racism and racial inequalities.
9. Noted the successful Quest/PMIF assessment and that the assessors are recommending to Sport England that Active Humber has a full assurance.

## **8 Sport England matters**

DG presented to the board the Sport England matters paper, the paper was discussed in full.

DG gave a presentation on the recent discussions with Sport England on the future relationship with Sport England. RS and NM added their reflections and thoughts from the recent meeting. The board welcomed the new approach based around;

- a. Co-creation and collaboration
- b. More integrated and sustained investment
- c. Measurement, evaluation and learning

RS explained that Sport England has a strong confidence level in what we are doing and are planning to do.

SP raised the issues around how Covid-19 has changed the physical activity and sport landscape and the increasing emphasis on walking and cycling, better use of open spaces and playing fields, and that there may be less reliance on built facilities into the future. SP also mentioned the need for Active Humber to not only be the go to

organisation in the physical activity sector but also on the value of the work we do in other government departments areas e.g. active travel, inequalities etc. This is important to ensure we remain a valued organisation in the Humber as part of the ongoing solution to recover as a nation. It was noted that as a board we need at the June 2021 meeting to better understand the new and emerging national and central government roles for Sport England, Public Health England etc.

### **Resolutions:**

1. Noted the new Sport England framework document - *'Uniting the Movement'*.
2. Noted the next steps on how we as an organisation a. secure funding from Sport England for the next 4 years, and b. how we best implement their revised strategy.
3. Review at the June 2021 board meeting the roles and responsibilities of those working nationally and in central government on physical activity and sport.
4. Noted the ongoing positive working relationship with Sport England.
5. Noted the actions taken and to be taken to distribute the Tacking Inequalities Fund.
6. Agree to the acceptance of the award on the Opening Schools Facilities fund and the actions to be taken to distribute the fund.
7. Noted the work being undertaken with Sport England on facilities in North Lincolnshire and North East Lincolnshire.
8. Noted the ongoing work being undertaken with the APNT.

## **9 Strategic matters**

DG presented to the board the strategic matters paper, this paper was discussed in full.

### **Resolutions:**

1. Noted the actions being taken in delivering on *'Forward In Motion'* and the plan to revise it now the new Sport England strategy is known.
2. Noted the changing organisational structures of key partners across the Humber.
3. Noted that no revised Children and Young People offer is presented to the board but a plan with partners up to the end of 2021 to *'Get PE back in school'* is endorsed.

4. Agreed that proposed objectives as agreed at the December 2020 board meeting proposed 2021/22 vision, mission and objectives remain as agreed and are in alignment with the new Sport England strategy.

## **10 Business Plan**

DG presented to the board on the business plan paper, this paper was discussed in full.

### **Resolutions:**

1. Noted how officers are developing the business plan to adapt to Covid-19.
2. Noted the review of the outputs and outcomes achieved in Quarter Three.
3. Approved the business plan for 2021/22 and the actions for Quarter One.
4. Noted the next steps to be taken to develop a plan around Active Environments and report further at the next board meeting.
5. Noted the ongoing work being undertaken re impact measurement and that a further paper on this subject be presented to the June 2021 board meeting.

## **11 CEO report - 4th Quarter 2020/21**

DG presented to the board the CEO report paper, this paper was discussed in full.

The following highlights were noted as not covered elsewhere in the meeting.

- **CYP** - the launch of Sports Leaders UK programme nationally initiated by Active Humber following identified need for young leader training.
- **Inclusion** - Agreed 3 Young People Forward projects across the Humber with 2 starting in March.
- **Active Ageing** - Developed the Community Ambassador Programme with an animated video clip to promote to partners. Also advertising to engage further ambassadors
- **Relationships** - Our Net Promoter Score (NPS) (a measure of partner satisfaction levels that asks partners the likelihood that they would recommend Active Humber.) is 74.19%, this is up 7% from 2019.

**Resolutions:**

1. Noted the contents of the CEO report.
2. That a further CEO report to be made at the June 2021 Board meeting.

**11 Any Other Business**

There was no other business.

**12 Date of future meetings**

25th June 2021 (0930 to 1200)  
24th September Board and AGM (0930 to 1230)  
10th December (0930 to 1200)

**13 Board review (without staff in attendance)**

The board reviewed the meeting.

**14 Close of meeting**

The meeting closed at 11.15.