

## Active Devon Finance, Governance & Audit Sub-Committee (FGASC)

Notes of the meeting held on 19<sup>th</sup> October 2023 at 4.00pm via Teams

**Board Members Present:** John Bougeard, Simon Kitchen, Kay Brennan

**Also in attendance:** Matt Evans (Chief Executive), Tim Howard (Partnerships Manager), Claire Colman (Business Support Officer)

### 1. FY24 Q2 Finance Reports

The Q2 finance reports had been previously circulated. JB updated other members on the queries he and ME had explored when preparing the reports. There were no further queries.

<b>Ref:</b>	<b>Decisions</b> – <i>Having considered Implications related to EDI, welfare, environmental impact and Active Devon's values, the FGASC:</i>
<b>231019 FGA A</b>	<i>Noted the contents of the FY24 Q2 finance reports</i>

### 2. UK Code of Governance compliance assessment

ME updated Members on the small number of 'not met' matters in the assessment report. A draft Governance Action Plan' had been set out in response and had been previously circulated. The main matter related to guidance on publication of annual accounts for hosted organisations. He had discussed this with Sport England's head of governance. The remedy was straightforward and he would follow up with DCC and Devon Audit Partnership to determine whether 2023-24 accounts could be updated or we would have to wait to 2024-25. Members were in agreement with the rest of the draft response.

<b>Ref:</b>	<b>Decisions</b> – <i>Having considered Implications related to EDI, welfare, environmental impact and Active Devon's values, the FGASC:</i>
<b>231019 FGA B</b>	<i>Noted the outcome of the Governance compliance assessment and agreed Active Devon's response in the form of the draft Governance Action Plan</i>

### 3. FY24 Q2 Risk Report

TH introduced the risk report. Discussions centred on: the new Welfare Manager roles and their responsibility (if any) for clubs, and; the operational impact of DCC decisions and whether this should be included as a separate risk. On the latter, ME & TH will discuss to ensure it is considered in next quarter's report.

<b>Ref:</b>	<b>Decisions</b> – <i>Having considered Implications related to EDI, welfare, environmental impact and Active Devon's values, the FGASC:</i>		
<b>231019 FGA C</b>	<i>Noted the contents of the FY24 Q2 Risk Report</i>		
<b>Ref:</b>	<b>Actions</b>	<b>Who</b>	<b>Date</b>
<b>231019 FGA 01</b>	<i>TH &amp; ME ensure DCC policy risks are considered in future reports</i>	TH/ME	Jan 24

## 5. Policy Reviews

**(a) Risk Policy; and (b) Internal Control Framework documents had been reviewed by the exec and updated drafts** had been previously circulated. There were no material amendments and so both were approved without further comments or amendments.

<b>Ref:</b>	<b>Decisions</b> – <i>Having considered Implications related to EDI, welfare, environmental impact and Active Devon's values, the FGASC:</i>
<b>231019 FGA D</b>	<i>The Risk Policy and Internal Control Framework were approved</i>

## 6. Summary and AOB

There was no AOB

I agree these minutes are an accurate and true reflection of the Finance, Governance & Audit Sub-Committee held on 19<sup>th</sup> October 2023.

  
John Bougeard, Chair

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## Future Meeting Dates

### Board

- 23 Nov 2023 4.00-6.30pm (Teams)
- 22 Feb 2024 4.30pm-7.00pm
- 9 May 2024 4.00-6.30pm (Teams)

### Sub-Committees (all via Teams)

Diary hold 4.00-6.00pm, specific times TBC

- 25 Jan 2024
- 18 Apr 2024
- 18 Jul 2024