

Active Devon Board

27 April 2023, 4.45pm, via Teams

Agenda		Recommendations
1. People Plan (Claire Beney)	20 mins (for discussion & approval)	To explore strategic direction of travel AD's People Plan and approve amendments.
2. Governance Matters (a) Implementing Sub-Committees (b) UK Governance Code Compliance Declaration (Matt Evans)	5 mins (for approval)	To approve sub-committee terms of reference, updated scheme of delegations and UK Governance Code Compliance declaration
3. AOB		

Implications relating to equality, diversity & inclusion (EDI), welfare & safety, environmental impact and Active Devon's values:

EDI and Welfare & Safety: Both are fundamental within People Plan (item 1). They continue to be enshrined as full Board matters; People Plan added explicitly to Delegations of Authority along with Diversity & Inclusion Action Plan (DIAP); Welfare and Safety is explicit in the ToR for Performance & Risk sub-committee (item 2a).

Environmental: environmental and social governance explicitly included within governance documentation for the first time (item 2a).

Values: (Item 2a) Positioning of Equality and DIAP in line with our inclusion value; Principles of conduct for sub-committees seek to reinforce and enhance collaboration and trust.

Supporting Information

Agenda Item 1: **People Plan**

Presentation and discussion to be facilitated during the meeting. Background information in the [People plan](#) which was previously circulated.

Agenda Item 2: **Governance Matters**

This is a procedural item to ensure full Board oversight and approval of key compliance matters. Demonstrating good governance is a condition of our grants with Sport England. Two key compliance returns are due by 30th April 2023:

- a 'factcheck' return providing evidence relating to the new requirements introduced to the UK Governance Code for Sport when it was updated in 2022. This is in hand and will be submitted by 30th April.
- A declaration indicating compliance with the pre-existing requirements of the code.

To ensure we are in a position to satisfactorily complete the returns the following approvals are required from the Board:

- (a) **Implementing sub-committees** – The Finance, Governance & Audit sub-committee will have considered updated version of the [draft Terms of Reference for Sub-Committees](#) and [Delegations of Authority](#) and will recommend any final changes for the Board's approval. In doing so the Board will also disband the existing Audit sub-committee.

The Board also needs to approve appointments to sub-committees. Provisionally sub-committee memberships are proposed as follows:

Finance, Governance & Audit SC

John Bougeard (Chair)
Kay Brennan
Simon Kitchen
Angie Scott

Performance & Risk SC

Andy Martin (Chair)
Steve Brown
Charlotte Burrows
Hannah McDonald
Jim Nye

- (b) **Compliance Declaration** – We are recommending a declaration that we are fully compliant. This is in line with the findings of the Governance Review completed by Devon Audit Partnership in Dec 22.