

Active Devon Board

Notes of the meeting held on 7th September 2023 at 4.45pm, Haven Banks Outdoor Education Centre

Board Members Present:

Jim Nye, Simon Kitchen, Kay Brennan, John Bougeard, Charlotte Burrows

Also in attendance:

Matt Evans (Chief Executive), Gareth Dix, Claire Beney and Hannah Worth (Directors), Claire Colman (Business Support Officer)

1. Preliminary Matters

Apologies had been received from Hannah McDonald, Steve Brown and Andy Martin.

There were no new interests held, beyond those held on the register.

The minutes of the two sub-committee meetings and the full Board meeting were agreed as an accurate record. There were no outstanding actions that wouldn't be picked up elsewhere.

- (a) **Board recruitment** – As this was JN's last meeting the Board thanked him for his hard work and dedication as Board Member and Chair. The Board approved Andy Martin's appointment as Chair in the interim. The outcome of the forthcoming recruitment exercise would inform the longer term succession arrangements. ME confirmed that the Vice Chair position will become vacant again with AM's appointment to Chair and that he would follow up on this.

ME summarised the current Skills Matrix and this was discussed. There were no major gaps but there is a priority to attract address gaps in diversity profile, CYP, environment/climate change and marcomms if possible. Board Members were requested to promote through own networks.

- (b) **Response to Adult Safeguarding Review** – ME updated on progress and next steps following the Adult safeguarding review. A formal response/action plan will be taken to the Performance sub-committee in October and will be presented to full Board in November. He advised that the CYP review takes place in September and noted that the Board should anticipated that there may be similar gaps identified there too.

For the Board's reassurance, he reiterated that the safeguarding reviews are an improvement framework, not an Ofsted-style assessment. No shortcomings had been identified that represented an imminent safeguarding risk.

- (c) **Annual Governance Statement** – ME advised that he had raised a query with Sport England about wording of our equality policy ambitions (related to gender equality target). A response was still awaited.
- (d) **DCMS Strategy** – ME had circulated a summary of the recently published strategy and this was discussed

Ref:	Decisions		
230907 ADB A	The Board approved the minutes of the meetings held on 20th July 2023		
230907 ADB B	The Board approved the appointment of Andy Martin as Chair		
Ref:	Actions	Who	Date
230907 ADB-01	Board Members to promote recruitment through their networks	All	Oct 23

2. Strategy update: Corporate Communications

Vicky Radcliffe led a session to update the Board on the work being undertaken. A Q&A followed which included exploring ways in which Board Members could support this work. This included her staging a Social Media masterclass. VR would arrange a date.

JN reflected positively on the focus and progress being made in this area and thanked VR for her hard work and driving this agenda.

Ref:	Actions	Who	Date
230907 ADB-02	Organise date for social media masterclass and put together a simple resource pack for Board Members' use	VR	Dec 23

3. Place Partnerships Expansion

James Watmough, Strategic Lead in the Sport England Place team, joined via Teams for this item. He presented an update on Sport England's Place Partnerships expansion plans and responded to Board Members questions about the approach in general, how data and intelligence would be used and the implications for Devon.

4. Insight Session: Movement with Communities

Jason Wood and Tamsin Phelvin joined the meeting and, alongside HW, presented deep dive session related to the Movement with Communities strategy theme. It explored how the communities work integrates with other strategy themes and also encompassed how EDI and workforce is embedded, using the lens of our collaborative refugee hotel work and Volunteer Awards respectively.

6. AOB

There was no AOB but JN said a few words reflecting on his time with Active Devon and the Board presented him with a small memento as a token of its appreciation.

I agree these minutes are an accurate and true reflection of the Active Devon Board Meeting held on 7th September 2023.



Chair, Active Devon