

Active Devon Board

Notes of the meeting held on 1st November 2022 at 3.00pm

Board Members Present:

Diana Crump, Jim Nye, Simon Kitchen, Angie Scott, Andy Martin, John Bougeard and, for item 6 only, Hannah MacDonald (via Teams)

Also in attendance:

Kay Brennan (Board Member designate), Matt Evans (Chief Executive), Gareth Dix, Claire Beney (via Teams) and Hannah Worth (Directors) and Michael Beechener (external leadership consultant), For items 1-5 only - Claire Colman (Business Support Officer), Aaron Harverson and Tim Howard (Partnerships Managers)

Chair's Welcome and Opening Remarks

JN welcomed everyone to the meeting and particularly welcomed KB who was joining as an observer, pending her formal appointment. He congratulated Tom Mack, Lisa Alford and Vicky Radcliffe as winners of the last quarter's staff awards.

1. Apologies

None

2. Declaration of Interests

There were no new DOIs beyond those held on the register.

3. Note of the meeting held on 21st July 2022

There were no matters arising that were not covered elsewhere on the agenda

Ref:	Decisions
221101 ADB A	<i>The notes of the meetings held on 21st July 2022 were agreed as a correct record.</i>

4. Executive reports

Finance: The report had been previously circulated having been discussed with JB. ME highlighted the performance against additional income generation targets. The ongoing lag in key opportunities meant that achieving FY23 targets was considered unlikely. Performance against FY24+ remained above target. JB was in agreement with ME's assessment of the position and in agreement with the need for closely monitoring as part of annual budget setting.

Performance: HW introduced the report which had been previously circulated, in particular emphasising the changes to team structures which had been implemented. She also highlighted the 'performance spotlight' example relating to strategic engagement success in the health and wellbeing strategic theme.

Discussion related to: strategic relationship building in the emergent local health system; collaborative opportunities related to work with national System Partners (The FA / Football Foundation and associated resourcing decisions, and; continued need to support Board

Members' deeper understanding of the new ways of place and systems' focussed working, including related evaluation and performance indicators.

AM updated the Board on the recent audit sub-committee meeting and revised terms of reference. This included the consideration of the Board's skills matrix and equality profile which highlighted the need to increase the Board's diversity as the highest recruitment priority. There were no queries relating to the risk report or annual governance statement.

Ref:	Decisions – <i>Having considered Implications related to EDI, safeguarding, environmental impact and Active Devon's values, the Board:</i>
221101 ADB B	<i>Noted the contents of the FY24 Q2 Finance, Performance and Risk reports including the Audit Sub-Committee update</i>
221101 ADB C	<i>Noted the update from the Audit Sub-Committee</i>
221101 ADB D	<i>Approved the Audit Sub-Committee Terms of Reference</i>
221101 ADB E	<i>Approved the 2021-22 Governance Statement</i>

5. Insight Session – Cost of Living Crisis

HW facilitated an open group discussion related to the cost of living crisis, its potential impacts on activity levels and broader agendas and the implications for Active Devon. It was agreed that this would be an ongoing topic of significant importance and the Board also queried the Executive as to what measures were being put in place to ensure wellbeing of AD staff. ME advised that measures were in hand, as identified in a 'deep dive' risk review which had recently been completed.

6. Board Development Workshop

MB summarised the review work he had conducted including Board observation, annual survey review and 1-1s with Board Members, SLT members and external partners. He presented key findings and facilitated a workshop discussion focused on the topic 'How do we ensure AD Board gives genuine added value?'. The outputs of the discussion would complete the formal report which he would provide in due course.

7. AOB

Board Recruitment - ME advised the Board about plans for the forthcoming Board Member recruitment campaign.

Diana Crump – This was Diana's last meeting after nine years as a Board Member. JN and ME paid tribute to her commitment and huge contribution to Active Devon and the Board recorded its collective thanks to her.

Future Meeting Dates

23rd Feb 2023, 27th Apr 2023 and 20th Jul 2023, all 5.00-7.30pm

I agree these minutes are an accurate and true reflection of the Active Devon Board Meeting held on 1st November 2022

Chair, Active Devon

Date