

Active Herefordshire and Worcestershire Board Meeting

Monday 1<sup>st</sup> June 2020

6.15pm to 7.00pm

MS TEAMS

1. Present:

Jem Teal (JT), (Chair)  
 Steve Brewster (SB), Chief Executive Officer, Sports Partnership H&W  
 Denise Strutt (DS) (Stakeholder and Staff Lead) Independent Director  
 Jim O'Toole (JO) – (Business Development Lead) Independent Director  
 Simon Thomas (ST) Deputy CEO, AHW  
 Laura Fish – (LF) Independent Director  
 Pete Sugg (PS) – Independent Director  
 Sarah Blackburn (SBL), (SPHW) Minute Taker

Apologies:

Alan Gilmour – (AG) Independent Director  
 Frances Howie (FH), (Vice-chair) Independent Director  
 Rebecca Widdowson (RW) – (Governance and Finance Lead) Independent Director

Not in attendance:

Susie Scriven (SS) – Independent Director

Item	Discussion Points	Action
1.	Present & Apologies – see above	
2.	<p><b>Declarations of interest:</b></p> <p><b>Standing items only</b>                      Jim – Governor at Tudor Grange academy                      Frances – Governor at North Leigh Primary school                      Laura – left Parkwood leisure now independent consultant</p> <p><b>Minutes from previous meeting – 28<sup>th</sup> January</b>                      Action from previous meeting – Risk Register amended                      Minutes accepted                      All agreed                      OK to publish</p> <p><b>Standing items</b>  <b>H&amp;S</b> – Discussion regarding staff well-being during isolation and home working – Buddy system implemented and GoVox staff wellbeing survey being utilised. One or two staff members have had face to face outdoor socially distanced meetings.  <b>Safeguarding</b> – TGC Wrestling session on Zoom was hi-jacked and some unsavoury language posted. The instructor closed the session immediately. Measures for online sessions have subsequently been tightened and best practice shared with all instructors.  <b>Data Protection</b> – Mention was made at the FAR Meeting that we needed to ensure compliance during lockdown. Pete Nolan, our DPO, will be attending the staff meeting on 9<sup>th</sup> June to give staff a refresher on data protection.</p>	
3.	<p><b>Operational Update</b>                      Highlights:</p> <ol style="list-style-type: none"> <li>1. Worcestershire Virtual School Games launched on 1<sup>st</sup> June 2020. Promoted on social media.</li> <li>2. Club support webinar was held and the club offer made available. 121 sessions</li> </ol>	

	<p>have been offered to clubs and 2 more webinars are being held regarding keeping participants and gaining new participants.</p> <p>3. Move More and Strong and Steady officers are looking at ways of engaging participants to alleviate social isolation e.g. quizzes</p>	
4.	<p><b>Tackling Inequalities through sector Partners Fund (TIF):</b></p> <ol style="list-style-type: none"> <li>1. SE will be providing us with a large funding pot so that we can solicit bids from LSE, BAME, and disability and LTH organisations. These groups are underrepresented and the gap between those who are inactive and those who are active is widening. Worcestershire organisations have applied for nearly £400,000 of Emergency Funding from SE.</li> <li>2. The grants are being offered to groups for any purpose as long as have physical activity is the end objective i.e. a roof for a club so that activity can continue after lockdown. The grants can also fund new projects.</li> <li>3. The board will need to review all grants and raise any objections prior to submission to SE in order to remain compliant with Lottery ACT guidelines. The applications will be batched and emailed to board members. Please review them and respond within 48 hours with any questions or objections.</li> <li>4. SB is meeting with HVOSS to discuss the fund, and Line managers are targeting specific groups within Worcestershire.</li> <li>5. The situation will be reviewed in a couple of months and then again in October.</li> <li>6. PS mentioned that some Positive Activity providers may need additional support in submitting applications.</li> <li>7. The Holiday Hunger programme is being funded by WCC this year.</li> </ol>	All Board
5.	<p><b>Verbal update around our 21/22 funding:</b></p> <ol style="list-style-type: none"> <li>1. SE has confirmed that all funding is being continued to 21-22</li> <li>2. All CYP funding will be put into one pot rather than restricted to specific programmes. Desired outcomes will be provided but there will be flexibility in how we deliver activity and getting inactives active although funding for young people still needs to be delivered to the same target audience.</li> <li>3. The current funding is still programme specific for 20-21.</li> </ol>	
6.	<p><b>A.O.B:</b></p> <ol style="list-style-type: none"> <li>1. Local clubs in Wychavon and Malvern are using a crowd funding platform called Spacehive. It may be useful to disseminate this information.</li> <li>2. YSS has applied for funding to tackle loneliness in young people. PS will liaise with ST regarding collaborative working if they are successful.</li> <li>3. It has been recommended by RW that we ensure that our governance permits virtual meetings. This will need to be raised as an agenda item for the board to discuss and agree on.</li> <li>4. As we are now a charity, we will need to have an annual AGM.</li> <li>5. SB and SBL are reviewing a Return to Office plan – liaising with UOW, HSE and government guidelines.</li> <li>6. A Doodle poll will be sent out regarding a date for the next meeting.</li> </ol>	SB  SB  SBL
	<p style="text-align: center;"><b>Date of Next Meeting:</b> Early July – TBC – on TEAMS</p>	