

Active Black Country (ABC) Partnership Board Meeting

**23rd June 2021 – 11:00
Microsoft Teams (recorded)**

Minutes & Actions

In Attendance:	Amanda Tomlinson (Chair) (AT) Arwyn Jones (AJ) Ash Rai (AR) Carol Bate (CB) Chris Jones (CJ) Kim Babb (KB) Richard Callicott (RC) Richard Metcalf (RM) Sue Wilkinson (SW)
BCC Officers in Attendance:	Ian Carey (IC), Leanne Lloyd (LL) – note taker
Apologies:	Paul Griffiths, Guy Shears, Cllr Nicolas Barlow (NB), Jennie Bimson (JB), Rachel Conlisk (RC)
Board Members:	Amanda Tomlinson, (Chair) (AT), Kim Babb (KB), Cllr Nicolas Barlow (NB), Carol Bate (CB), Richard Callicott (RC), Rachel Conlisk (RC), Arwyn Jones (AJ), Richard Medcalf (RM), Ash Rai (AR), Lisa McNally (LMcN)
Advisors:	Jennie Bimson (JB), Chris Jones (CJ), Sue Wilkinson (SW), Paul Griffiths (PG)
Welcome from Chair and apologies noted.	

Agenda No.	Notes & Actions	Action Owner
22/21	Conflicts & Declarations of Interest	
	No declarations were received.	n/a
23/21	Approval of Minutes ABC Board Meeting	
	The Minutes of the meeting held on 24th March 2021 were submitted. Outstanding actions are on-going and to be discussed during the meeting. Agreed that the minutes was a correct record of the meeting.	n/a

Agenda No.	Notes & Actions	Action Owner
24/21	ABC STRATEGIC REVIEW	
	<p>IC provided an update on revisiting the objectives for the ABC strategy; the longer-term, uniting local partners with a common objective and purpose and making it easier to measure performance and progress.</p> <p>Headlines</p> <ul style="list-style-type: none"> • Key Points - clear roles, ABC to lead, BC agreed strategy and proposition, varied and broad skills plan and stronger commitment • Identified leaders (section 7), articulate opportunities and integrate a broader strategy across the BC. Clear focus on wider issues that ABC can contribute to: Levelling-up, Carbon Zero, Prevention Agenda, Best Start • An importance to focus on the initial implementation plan across all of the priority themes, strengthening and build-on relationships and over the next few months, ABC need to visualise how to articulate our strategy as it can play a major role in implementing the strategy of Sport England (National Uniting the Movement) • Further operational aspects – the strategy will be accompanied by a draft framework, setting out organisational values and how we work. <p>Comments & Questions from Board Members</p> <ul style="list-style-type: none"> • <i>SW – Is there anything within ABC that would go beyond Sport England strategy as there appears to be limitations?</i> IC early years would be an area for this, supporting priority (Section 3), wordsmithing is required to strengthen this point. • <i>RC – Known to have previous LA challenges but with four LA leaders in agreement with the outline of the strategy, is ABC happy that all four LA's are signed-up to the broader direction of travel?</i> IC confirmed the directional vision is in place but work will be required over the next 18-months to decipher priorities, to strengthen the evidence base and gain commitment from LA's as they clearly still have their own drivers. • <i>AR – looking from an operator's perspective, Sport England have been working with operators and providing support national recovery funding, data is provided from the data hub with all 4 LA's providing local data. Could ABC work with Sport England to gather the data that may help to deliver the strategy and be more focused?</i> IC agreed. MS has been reviewing this and hoping to incorporate this within the Inside Hub. 	

- *AJ – Significant opportunities regarding the CG2022 and the positive moves around the integrated health system, where are the bigger risks and challenges with the landscape and the complex web of stakeholders?*
An understanding of the geography of the West Midlands and where the investment is being steered through different organisations is a must. Preference of our work and steered locally with 4 LA's working together will provide added value.
- *AJ – asked for more work regarding the section on inclusion and accessibility with the powerful Sport England data and the % of people with disabilities not taking place in sports.*
IC agreed, added Section 3 and 4 will also be updated to reflect this data.
- *KB – Where does the document sit in the wider West Midlands and what plans do the CA have?*
IC confirmed the work that has materialised through investment has been with TfWM, hosted within CA. There is a clear driver with TfWM, they have deepened strategy and governance.
- *SW – Working with the Black Swimming Association, confirmed that they have approached the ABC as the West Midlands is identified as a risk area. Would this fit within the local area of the strategy?*
IC confirmed ABC has been approached (contact being Damian), fitting across all of the Thematic areas. ABC will support their insight and is happy to include this within the strategy.
CJ added that the swimming attainment is held in high-regard by Legacy Director at the OC. This is one of the key legacy outcomes in the BC and is keen to support to make sure things progress.
- *RM – Does it scream BC to the reader?*
IC confirmed this will form part of the final checks. Section 7 will identify immediate opportunities with policy leaders and the current work within the BC.
- *AR – Given the LA leaders have signed up to the strategy, is it worth having a statement from each leader to show their confidence and support?*
There will be partner quotes to bring it to life, reflecting the voice of the communities.
- *Chair – with diversity referenced, does diversity 'pop'? There is a real opportunity with the achievements of the RACE Code action plan, make this more obvious within the strategy.*
This is a 10-year strategy, what do we envisage as the period for this and when will it be reviewed to keep an eye on any substantial change?
IC confirmed need to reflect 10-year vision, Section 3 to acknowledge a long-term endeavour but flexible implementation is required, decided 2-year implementation basis.

	<ul style="list-style-type: none"> • <i>RC – Normally the vision is something to aspire to and something that is beyond what is thought as achievable. Therefore, we should aspire to achieve the ten-year objective, with the re-assurance of the LA’s working together, to then influence the leaders of the LA’s to help ABC to achieve the vision over a ten-year strategy.</i> <p>IC added if there are any further follow-ups required outside of this meeting, please contact IC to arrange a meeting.</p> <p>The next steps to conclude will involve electronic sign-off from the Board, incorporating the points raised, designers will complete the public-facing version and aiming to launch between now and September 2021 Board meeting.</p>
25/21	TOWARDS AN ACTIVE BLACK COUNTRY STRATEGIC FRAMEWORK
	<p>IC provided an update on behalf of the ABC team reports: -</p> <p><u>Health & Wellbeing</u> Papers and appendix noted.</p> <p>IC thanked MS with this competitive LGA funding process. The learnings from this piece of work will support with broader approach across the BC, in particular Commonwealth Active Communities.</p> <p><u>Education</u> Papers noted, no questions or comments made.</p> <p><u>Workforce</u> JD provided an updated to support the Workforce papers with a separate presentation on ABC Skills Plan 2021; empowering and enabling the people who make sport and physical activity happen across the BC: -</p> <ul style="list-style-type: none"> • Strategic alignment – Sport England launched Uniting the Movement 10-year strategy, threading Workforce throughout its aims and objectives, summarising the power of people and leadership. Workforce people plan will become a theme within the ABC strategy, realising the change within the BC • The ambition is to become a healthy region, to understand needs, roles and people within the Workforce sector • Skills Plan Objectives – Identify skills shortages and skill gaps, themes and recommendations and identify behavior changes due to COVID-19 • Consultancy phase started February 2021, gathered an insight from key partners, stakeholders and influencers via 1-2-1 meetings, surveys, drop-in sessions and thematic group meetings • Thematic areas consultations covered communities, education, health and active environments • 5 C’s used as a base during consultations; careers, capability, capacity, confidence and collaboration

- Next steps – develop over-arching Workforce framework to support recruitment, training and deployment. Identify pilot projects, focus on priority groups, volunteer pathway linked to CG2022, collaboration and build networks and align with Sport England and CIMSPA strategies.

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RC asked if the number of job vacancies across the BC has been established, knowing that Furlough is still in existence and the issues surrounding minimum wage across the leisure sector, have the implications been established?
 JD confirmed ABC has been working with the BCC data team, pulling data from labor market around Workforce. There is also a leisure operators forum meeting due, a topic of discussion on the agenda surrounds the impact around Workforce. AR confirmed the lockdown and Furlough has impacted on individual's life changes with a number of staff lost within the operation. There has been an impact on Swimming Instructors; requiring retraining people with enticing new people into this sector. Lifting of the restrictions has shown staff are willing to return and work hard to show a great recovery over the next few years.

IC suggested the tools JD uses pulls live vacancy data and filters on occupational codes for sectors and roles. ABC responsibility will be to take these results v evidence to tailor a menu for support, to work with providers to influence the supply into the sector.

RM asked how to make this business as usual and how can ABC put this on a permanent footing? How will the outcomes of the consultation embed into either current networks and practices or another skill forums?

JD added the feedback from individuals requested specific skills networking group/forum. Meetings will be held to discuss further, on a regular basis if required, to keep the momentum going.

Communities

Papers noted, no questions or comments made.

Healthy Placemaking

Papers noted, no questions or comments made.

Marketing & Communications

Papers noted.

Chair noted social media levels seem to be in a decline, if there is an intelligence on this then maybe it could be discussed in September's Board meeting.

Black Country Pilot

Not discussed.

26/21	COMMONWEALTH GAMES 2022
	<p>IC provided a focused update on the Commonwealth Active Communities development award and investment.</p> <p>An announcement of up to £4m investment across the West Midlands to support legacy from Sport England was made at the March Board meeting. Sport England are firming this with the Commonwealth Active Communities investment stream, available to LA/partners in the West Midlands. Working with BC LA's, BC transport, BC together and other BC agencies to reach an agreement for a collaborative submission across the BC. The themes developed within the prospectus are reflective of the Uniting the Movement strategy, this investment is a way of piloting their strategy and strategic thinking. ABC are keen to work with one application from the BC as this is seen as a stepping stone to future plan-based investments into the region.</p> <p>Submitted expression of interest which has been progressed to stage two. Stage two will be split into two; one being a development award, to submit key actions required to undertake and develop the full application (agreed reflections from key partners are included in the paper). Expecting an award to progress the six items, to complete a full application submission by September 2021.</p> <p>Sport England recognised the four applicants across the West Midlands are in different stages in terms of their collaboration and their focus.</p> <p>IC confirmed the schemes between now and August 2021 will include workshops; looking at principles of collaboration, developing outcomes framework, community engagement, investment to run series of workshops with LA partners/others to develop the share of learning and BC specific behavior change framework and drawing on the learnings from the community engagement.</p> <p>August-September 2021 will be the opportunity to focus on specific places and types of activities for the 'doing' money. These will be largely led by the themes contained within the Commonwealth Active Communities prospectus, focusing on volunteering, canals infrastructure, green and open space, with a heavy focus on walking and cycling.</p> <p>CJ updated on the status of the Aquatic Centre. The Sports Minister lay the first tiles within the pool and the tiling is now complete. By 5th July the building will be weather-tight and internal works can become a focus. April 2022 handover remains on target.</p>

27/21	PERFORMANCE MANAGEMENT	
	<p><u>Operational Dashboards</u> Presentation report slides noted.</p> <p><u>Safeguarding Report</u> Papers and dashboard noted.</p> <p>Chair added the RAG rating within this report is always important.</p> <p><u>ABC Board Report – Year to March 31st 2021</u> Papers noted.</p> <p>ABC in a healthy financial position, catching-up with direct delivery, strong performance in tackling inequalities, all of the additional programme funds will catch-up throughout the Summer. Amends on funding risks surrounding strategy and governance review is required, confirmation of five-year (initially three-year) settlement.</p>	
28/21	FORWARD PLANNER	
	<p>Not discussed, progress to the next ABC Board meeting.</p> <p>ACTION: Collate an updated planner for the September's meeting.</p>	IC/AT
29/21	DATE OF NEXT MEETING	
	<p>Agreed that the next meeting would be held 22nd September 2021 (Microsoft Teams invite sent).</p> <p>Remaining 2021 Meetings: 15th December (away day)</p>	
30/21	AOB	
	No other business addressed.	
31/21	GOVERNANCE REVIEW	
	<p>Report Review commissioned with James Allen and associates appointed. An inception meeting planned and 1-2-1 interviews with independent board members will take place July-August 2021.</p> <p>RAP Report & Survey Chair updated on the work between ABC and Karl George/Governance Forum in terms of a sector wide approach to adopt a RACE equality code. Furnished KG with information, interviews held as part of a workshop and a report produced (extract within Appendix 1 a & b).</p>	

	<p>The RACE action plan sets out specifics on recruitment, rewards, recognition and support, explained element surrounding the 'musts' to adopt the RACE Code.</p> <p>Goals and context will be set for ABC, to embed principles and actions, evidence will be gathered to approach to inclusion and diversity.</p> <p>ACTION: Email full report to the Board.</p> <p><i>Confidential discussion held with the Board Members regarding succession planning.</i></p> <p>Succession Planning (Appendix 2) Chair introduced the key recommendations and seek approval by the Board, following a meet with the Governance Sub-Group to discuss Board make-up and address the diversity issues with recruiting Board members.</p> <p>It was proposed and agreed that the advisory role within the Board be discontinued, although there are opportunities for advisors to continue to support the Executive or become independent board members, subject to vacancies and the skills requirement on the Board in line with the succession plan. It was agreed that Board terms would not be subject to automatic renewal since board membership will be determined by the succession</p> <p>The Board agreed to establish a Nomination committee, comprising members AT/RM/AR with Ian Carey to recruit to current and forthcoming Board vacancies holding a specific clear goal, to seek diversity within the Board as well as addressing skills gaps.</p> <p>All agreed that diversity requires work, fix-term of contracts is a way forward for the Board future, be efficient with gaining the correct skill-set for the Board, need to be aware of 'bunching appointments.</p> <p>All in agreement with the succession proposal.</p>	<p>Chair</p>
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Meeting concluded at 13:00