

Active Black Country (ABC) Partnership Board Meeting

22nd September 2021 – 11:00

Microsoft Teams

Minutes & Actions

In Attendance:	Amanda Tomlinson (Chair) (AT) Arwyn Jones (AJ) Ash Rai (AR) Carol Bate (CB) Chris Jones (CJ) Kim Babb (KB) Rachel Conlisk (RC) Richard Metcalf (RM) Sue Wilkinson (SW) Cllr Suzanne Hartwell (SH) John Denley (JD) James Allen - Counsel Ltd Rhys Jones - Counsel Ltd
BCC Officers in Attendance:	Ian Carey (IC), Leanne Lloyd (LL) – note taker Note: agenda item 6 only – Mike Salmon, Tim Aldred, Lesley Hill, Jo Dodd
Apologies:	Guy Shears, Richard Callicott
Board Members:	Amanda Tomlinson, (Chair), Kim Babb (KB), Cllr Suzanne Hartwell (SH), Cllr John Denley (JD), Cllr Nicolas Barlow (NB), Carol Bate (CB), Richard Callicott (RC), Rachel Conlisk (RC), Arwyn Jones (AJ), Richard Medcalf (RM), Ash Rai (AR)
Advisors:	Chris Jones (CJ), Sue Wilkinson (SW), Paul Griffiths (PG)
Welcome from Chair and apologies noted. Chair welcomed new Board members to their first meeting; Cllr. Hartwell and Cllr. Denley. Jennie Bimson attended the introductory part of the meeting to say goodbye to board colleagues. Thanks were given to Jennie Bimson for her commitment and contribution to ABC.	

Agenda No.	Notes & Actions	Action Owner
32/21	Conflicts & Declarations of Interest	
	No declarations were received.	

33/21	Approval of Minutes ABC Board Meeting	
	<p>The Minutes of the meeting held on 23rd June 2021 were submitted.</p> <p>There are no outstanding actions to be discussed during the meeting.</p> <p>Agreed that the minutes was a correct record of the meeting.</p>	
34/21	ABC STRATEGIC REVIEW & PEOPLE PLAN	
	<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"> • 6 overarching strategic objectives to cover all aspects of ABC work • People plan draft document (finalised electronic version to follow) • Launch date TBC (October) – Jo Booker to email documents for the Board to approve, agreement will confirm the launch date. <p>ACTION: Board to approve the documents relating to the People Plan circulated by Jo Booker.</p> <p>People plan Supported by Jo Dodd, Mike Salmon and external consultants, the People Plan recognises the benefits of expanding the workforce beyond traditional sectors, with a people led approach to tackle inequalities. The engagement of the plan was extensive with involvement from local Government, health, education and community partners, taking a steer from the skills landscape from the devolution across the WM, through to the CA. The plan places a huge importance of inclusion, diversity and people development and sets out a number of objectives, principles and 5 priority areas; capacity, capability, confidence, collaboration and careers. This plan is reflective of the BC communities, people, stakeholders and partners. A requirement to separate the priority areas for the BC and commitment detailing what we are going to achieve (pg 5). The People Plan will need to be viewed in parallel with the details of the strategy.</p>	Board members

35/21	GOVERNANCE REVIEW	
	<p>James Allen and Rhys Jones of Counsel Ltd provided a progress update;</p> <ul style="list-style-type: none"> • Conducted interviews with majority of the board, survey element of the review is open until 1st October with 6 responded to-date • Conducted a documentary review with ABC governing documents, from this, key findings include: - <ul style="list-style-type: none"> ○ Strong evidence of well governed, organised for policy, procedure, documents and compliance but also interaction and engagement showing strong building blocks and progressive best practise ○ Strong and collective sense of what the Board is placed to do <p>An area to consider improvements would be how to best use time within Board meetings.</p> <p>ACTION: Complete survey by 1st October</p> <p>As part of the ABC Governance review two discussion topics put forward to the ABC Board members: -</p> <p><u>Discussion 1</u> How does ABC relate to the external environment, how do you and active partnerships engage with the landscape in which ABC operate? How does your profile, board relationships and current partnerships operate within ABC and do you think this might change in the future?</p> <p><u>Discussion 2</u> Do you feel you have enough knowledge of the complex local regional picture or does the Board need more expertise, do you need more access or are you collectively comfortable that you can navigate that?</p> <p>The next steps of the Governance review will be to conclude data gathering and provide a report of recommendations.</p> <p>James Allen - james@counselltd.com Rhys Jones - rhys@counselltd.com</p>	<p>Board members</p>

36/21	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> Developed performance management framework. Walking and Cycling Pilot commenced May 2021 with the focus of promoting local green space and providing guidance to the community to build on an active lifestyle. New delivery partners recruited on a monthly basis.</p> <p><u>Insight</u> Framework will support the delivery of the revised strategy with a four-tiered blend of nationally elected indicators and locally collated proxy measures, supported by an established process to collate learnings to demonstrate the wider context of the metrics. A twice annual learning compendium to demonstrate progress against the strategic objectives to be processed, seeking the input of the investment forum partners to contribute to these learnings.</p> <p>ACTION:</p> <ol style="list-style-type: none"> 1. Can data be converted from % to numbers of people reached within the Health & Wellbeing reporting 2. Highlight the gap of difference in life expectancy within the proxy indicators for the Insight reporting <p><u>Education</u> Progression with schools engagement with the new academic year. The School Games programme planning has developed over the summer break, with events aimed at inactive children, with a non-competitive theme. Relaunch of face-to-face competition with an event arranged for October at Wolverhampton University, specifically target underrepresented schools and pupils affected by COVID with a focus on the countdown Commonwealth Games. Application approved for the BC Opening Schools Facilities, part of a £10.1m national investment. The investment has been distributed across all four LA's, allocated a large investment to schools within deprived areas within the region, supported by individual community development plans to review an expansion of the initial investment. Primary swimming data is being collated into the annual school report. As expected due to COVID, there has been a fall in the data across the BC and all four LA's for those that can swim 25m as well as water safety figures, fallen in all areas apart from Wolverhampton.</p> <p>SW made contacted regarding a note of key headlines from the swimming data to support DfE swimming reporting.</p>	MS

	<p><u>Workforce</u> (People Plan discussed in 34/21). ABC applied to become a delivery organisation for the Gen22 project, awaiting official feedback on the success of the application. The launch will be 2nd October at Victoria Park, Sandwell. Gen22 is a social action project for 16-24 year olds that are out of work, out of training or close to entering the criminal justice system, flexible 30 hours of support offered with the aim of employment upon completion.</p> <p><u>Communities</u> Papers noted, no questions or comments made.</p> <p><u>Healthy Placemaking</u> Influenced the on-going BC Plan to review the policies and chapters to ensure health and wellbeing is embedded within the policies. On target with the Playing Pitch Strategy, reports will be available next year. Partners have provided information, incorporated within the submission. Potential collaborative approach with an updated build facilities strategy to support the BC Plan, working with partners to ensure the value of this work with the environmental and aging stock of facilities. Progression commenced with the Towns Funding submission; funding has been drawn down but there is a lot of work remaining for activation. Working to influence Walsall and Brierley Hill high streets.</p> <p>Chair asked to express interest within the Leveling-up Fund second round bid.</p> <p><u>Marketing & Communications</u> Papers noted, no questions or comments made.</p> <p><u>Black Country Pilot</u> Developed robust action plan to recognise the on-going changes, connections made to cover new organisations, highlighted and emphasised the need for the extra community capacity, not strategically focused with posts and positioning but making great headway.</p>	
37/21	COMMONWEALTH GAMES 2022	
	<p>IC provided a focused update on the Commonwealth Active Communities development award and investment.</p> <p>Active Communities Funding IC recapped the focus of the CAC investment previously presented at the June and April Board meetings.</p> <p>ABC is the lead applicant on behalf of the BC authorities, the 4 LA's, BC transport and BC CVS partners. There is a number of priority themes within the funding prospectus; canals, cycling and walking, social prescribing, volunteering, children and families. Funding ask for the BC Commonwealth Active Communities, targeted against specific geographical areas within the four LA partners with cross cutting themes.</p>	

	<p>The key area focus for the final submission; developing the learning framework with all partners to learn from what we know and what we need to draw from direct delivery and working with 12 community partners to develop the learning framework, outcomes framework and behavior change framework. Focus sessions are being held with community partners and stakeholders, the draft of the learning, outcomes and behavior change frameworks will be circulated electronically upon approval of submission.</p> <p>Aquatics Centre</p> <p>There is only one new build (Aquatics Centre) as part of the games, albeit the Alexander Stadium is being refurbished. The Aquatics Centre is the only build that will hosting a sport with surrounding ambitious plan regarding the growth of diving.</p> <p>Agreed on a working group for Aquatics that will sit under the official Games Legacy Group that is part of the Commonwealth Games Governance structure. The Aquatic Working Group will comprise of the Governing Body, Swim England, Black Swimming Association and Sandwell Council but intime, this group will expand to other LA's. Sport England have indicated at headline level, they have revenue funding and low level capital improvements to work with a range of local partners in relation to diving.</p> <p>Discussed within the Education update (36/21), the key stage 2 attainment and safety swim and self-save rescue, there are some parts of the region on 48% of schools reported already, expected within the remaining capture of data that this number will fall further.</p> <p>SW made contact to confirm a place within the Aquatic working group.</p>	
38/21	Governance Update	
	<p>Annual Review of Hosting Relationship & Consideration of Organisational Status & Annual Appraisal Process</p> <p>Chair thanked all Board members for the participation with Board appraisals.</p> <p>Broad objectives set for all members to include diversity, inclusion, RACE action plan, ambassadorial role for ABC and support of delivery with the Governance review recommendations.</p> <p>IC appraisal shown supported results from the BCC and ABC team.</p> <p>It was noted that the hosting relationship means non-compliance withthe Sport England Code of Governance in respect of independence ABC approach is to explain why is this acceptable to us and what happens next? Does ABC think hosting is appropriate, acceptable and what is required for the future?</p> <p>Chair proposed to discuss within the Board Away Day in December with wider discussion on outcome of governance review.</p>	

	<p>New Code of Governance is yet to be released, expected by the end of September.</p> <p>ACTION: IC to advise</p> <p>RAP Report & Survey Following the diversity session held, ABC practice and policies relating to diversity has been reviewed. The next step involves full commitment from ABC for the RACE charter, to update action plan on an on-going basis, linked to board improvements.</p> <p>Full commitment of Board members will be circulated for consideration, with a view to update the action plan.</p> <p>Board Development (Appendix 1) For noting within the Board Development Governance report (agenda item 8c), part of the succession plan. ABC are reviewing board skills and composition required.</p> <p>Board recruitment Nominations Committee meeting to be held 17th November.</p> <p>Office Relocation The Consortium have decided to serve notice on The Deckhouse, as an impact of COVID. ABC work is integral to host a physical environment, allowing the team to fully engage and communicate. This however, is not presented with a five day return but agreed as a hybrid return to work. A proposal agreed to relocate the Consortium to a serviced office with ABC guaranteed permanent desks within this office space, confident funding will support this request shown within agenda item 9.</p>	IC
39/21	PERFORMANCE MANAGEMENT	
	<p><u>Operational Dashboards</u> Sport England funding award process considered with three assessment options for active partnerships; ABC opted for track 1 – returned administration diagnostic work within 10 days; reporting on vision, value and mission, knowing people and place, continuous improvement and learning, along with workforce skills and capabilities. An invitation received for ABC to apply for up to £2.6m for over the next 5 years to sustain the active partnership team. More capacity is required, yet to be discussed with Sport England.</p> <p>Presentation report slides noted.</p> <p><u>Safeguarding Report, Policy & Dashboard</u> Papers and dashboard noted.</p> <p>All agreed to endorse the Safeguarding Policy.</p> <p><u>ABC Finance Board Report</u> Sport England has confirmed surplus funding can be carried forward to 2022/23</p>	

40/21	<p>FORWARD PLANNER A more in-depth review of this will be carried forward to December's Board meeting.</p> <p>Papers noted, no questions or comments made.</p>	
41/21	<p>AOB No other business addressed.</p> <p>ACTION: Include within the December meeting agenda:</p> <ul style="list-style-type: none"> • Dashboard Reporting to showcase the capability of the dashboard to the board members • Active communities framework findings from the learning, outcomes and behaviour change frameworks submission. 	LL
42/21	<p>DATE OF NEXT MEETING</p>	
	<p>Agreed that the next meeting would be held 15th December 2021 (away day) (Microsoft Teams invite sent).</p>	

Meeting concluded at 13:10