

Active Black Country Independent Board

Board Meeting
 Wednesday 26th of April 2023 11am-1:00pm
 Via MS Teams

Present: Amanda Tomlinson (Chair) (AT), Richard Metcalf (RM), Farah Ahmed (FA), Justyn Price (JP), Sue Wilkinson (SW), Guy Shears (GS)

Apologies: Carol Bate, Sureya Gulzar

Attendance: Ian Carey (IC) ABC Ltd Designate CEO

NO.	SUBJECT & NOTES	ACTION	WHO
1	WELCOME & APOLOGIES Welcome from Chair, and apologies noted as above.		
2	DECLARATION OF INTERESTS None		
3	APPROVAL OF ABC BOARD MINUTES The minutes of the meeting held on 14 th of March 2023 were submitted and approved by Board as accurate reflection of the meeting.	NIL	
4	ABC TRANSITION UPDATE Transition report circulated to members. IC provided the transition updates by highlighting the following key points: ABC Ltd Directors met on the 14 th & 20 th April and agreed to confirm the transfer of Active Black Country staff, financial and non-financial assets on the 1 st of May, subject to the below: <ul style="list-style-type: none"> a) confirmation by Sport England of the letter of novation and receipt by BCC Ltd & ABC Ltd b) written confirmation with BCC Ltd on transfer of non-financial assets c) Sport England deed of novation signed by BCC Ltd and ABC Ltd d) transfer of unrestricted funds by BCC Ltd to ABC Ltd Knights LLP are in receipt of & reviewing the response from the ABC Ltd Directors regarding the Charity Articles. Sport England have confirmed in writing the Code for Sports Governance Tier 3 sign-off and associated action plan for Active Black Country Ltd. The ABC Ltd pension scheme has been registered & approved by Aviva.		

Anthony Collins Solicitors (ACS) are reviewing the lease for the preferred office accommodation. ACS have finalised templates for a number of legal agreements to facilitate ABC Ltd operations.

The transfer of IT, data and files is taking place 27th April with a go live date of 2nd May for priority data & files. There are a number of mitigations to manage risk including backup on harddrives, saving to the cloud and the Majestic cover in place for BCC Ltd

SRC Accountancy are setting up payroll and accountancy software and will undertake the preparation of the May 2023 payroll for ABC Ltd.

Insurance cover has been secured, effective from the 21st of April 2023, for ABC Ltd including; Public, Employers Liability, Directors & Officers insurance.

BCC Ltd have transferred all social media accounts to ABC Ltd.

SW raised the point of twitter 'blue tick' accreditation; IC to follow up.

[REDACTED]

GS commented on the authorisation levels for purchase sign off during the transition period; IC to review through the Audit, Risk & Compliance committee.

Sport England grant funds held by BCC Ltd are being reconciled and transferred to ABC Ltd. New Sport England grant funding, including the 23/24 System Partner grant, will be drawn down directly to ABC Ltd.

5	ABC Partnership Report		
	<p>IC highlighted the key points from the accompanying report:</p> <p>The focus on the longer term outcomes we want to achieve through the games, which is to use the Commonwealth Games as a catalyst to improve the Black Country’s peoples physical and mental wellbeing, leveraging environmental, community development and socio economic benefits, to develop future collaboration and whole system working.</p> <p>Provided an update on the review of the local place-based work and the key headlines.</p> <p>The planned event (date tbc) in the summer to bring together Black Country partners to discuss future approaches and models of collaboration.</p> <p>Progress against the Healthy placemaking theme in support of Creating an Active Black Country strategy; including Canal strategy, Built Sports Facilities and Local Cycling & Walking Infrastructure Plan.</p> <p>The People Plan will be submitted to Sport England as part of the Governance Code requirements. Further work needs to be done on the implementation and strengthening the local evidence base.</p> <p>Launch of the Swim Utd ‘Pop Up’ swimming pool programme in the BC, which is providing targeted provision across school sites. Amanda & Sue are attending the launch with Ian on the 26th April.</p> <p>Active Lives results have shown an increase in the Black Country’s physical inactivity levels.</p> <p>IC advised that future investment wouldn’t be directly linked to the Active Lives survey results.</p>	<p>IC to confirm date with Board members in due course.</p> <p>IC to circulate the Active Lives presentation.</p>	

6	AOB		
	None		
7	Next Meeting		
	IC confirmed the sequence of meeting dates for the remainder of 23/24 are being agreed.		

*****Meeting concluded at 12: 35 pm*****

DRAFT