

Minutes of the Rise Board meeting held on Tuesday 30th January 2024 at Royal Quays Business Centre and via Teams

PRESENT

Simon Gordon (SG)	Chair
Joanne Cairns (JC)	Trustee
Matthew Cormack (MC)	Trustee
Nic Erevik (NE)	Trustee
Debbie Henderson (DH)	Trustee, SID and Vice Chair
Adam Pilkington (APilk)	Trustee
Anoop Puri (APuri)	Trustee
Clare Morley (CM)	Chief Executive Officer
David Marrin (DM)	Business & Strategy Director
Michael Ali	Active Ageing Development Manager
Kaye Scott (KSc)	Finance and Business Support Manager

APOLOGIES

Steven Bell (SB)	Trustee
Graeme Nash (GN)	Trustee
Karen Pearce	Trustee
Katy Storie (KS)	Trustee

Item	Discussion	Action
1.0	Welcome, Apologies and Declarations of Conflicts of Interest	
1.1	SG welcomed trustees to the meeting. Apologies were received and noted. There were no new declarations of interest.	
1.2	As highlighted in the Board pack, we have taken a new approach to how we best manage the time at Board meetings with the agenda being split in two, with the first part of the agenda being for discussion and the second for in-meeting approvals.	
2.0	Connecting to the Purpose	
2.1	Michael Ali, Active Ageing Development Manager, gave a presentation on the health integration work that he leads on for the team. A copy of the presentation will be circulated with these minutes.	CM
2.2	SG was interested to see how this links into/impacts waiting lists. MA responded that in stage 4 of the programme we will be targeting elective surgery patients with pilots in South Tyneside, Gateshead and Newcastle.	
2.3	NE asked if scalability is achievable. MA responded that the challenge will be the willingness from the Primary Care Teams to fund the programme, however, with the growing evidence base, we have an argument for it to be trialled using Additional Roles Reimbursement (ARRS) funding. We are very fortunate that in the areas we are currently working we have some very good physical activity experts/advocates.	
2.4	DH stated it's hard to get people to move priorities in Primary Care. How do Primary Care share their expertise with their peers? MA suggested the preventative and proactive agendas looks like they will be pushed more through the Directed Enhanced Service (DES) plans, meaning Primary Care staff will need to use different approaches. There is a national working	

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	group and so far, word of mouth in clinical circles and an article in the Integrated Care Board (ICB) newsletter has made the programme grow.	
2.5	Trustees offered their support to MA and the team.	
2.6	CM advised that as of 1 st Feb, MA is moving into a new Health Integration Strategic Lead role in order to continue to grow such health integration work.	
3.0	Previous Board Minutes & Matters Arising	
3.1	<u>Board Meeting (November)</u> Previous minutes were agreed to be a true record.	
4.0	CEO Strategic Update	
4.1	CM presented the report circulated prior to the meeting. A copy of the presentation will be circulated with these minutes. CM advised that place working will be a key area of focus for Rise over the next couple of years at least, and so it's vital that trustees understand what this could entail.	CM
4.2	The following points were noted. <ul style="list-style-type: none"> Trustees agreed that there would be no objections to Rise receiving funding from Sport England for place-based work for us to manage and distribute where necessary as part of the new place partnership, if Rise were deemed to be the most appropriate funding recipient by the place partnerships. AP asked if a change in government could affect this funding. CM advised that as far as we have been told by DCMS, this funding has already been allocated but that doesn't mean it is 100% guaranteed. It was highlighted that this creates a great opportunity to look at Community Development Workers being from the communities we are targeting, not just geographically but demographically, which really drives forward the EDI agenda. <p>SG had to leave the meeting and DH took over the Chair.</p>	
5.0	Q3 Finance Report	
5.1	DM presented the report circulated prior to the meeting. The contents were noted.	
5.2	NE asked for more information on the Disability Tennis funding. DM responded that this is small ringfenced pot of money that we have managed for the last 7-8 years. The North East Disability Tennis Network set the plan for this project and we manage the distribution of the funds.	
5.3	CM highlighted that the investment of our cash reserves is starting to show dividends with the interest returns becoming more substantial.	
6.0	2024-2025 Draft Budget	
6.1	DM presented the report circulated prior to the meeting. The contents were noted. DM will be discussing a further draft with the Audit Committee in March before bringing a final version to the Board for sign off. CM to	DM/CM

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	convene Nominations & Remuneration Committee to discuss the cost of living position for 24/25.	
6.2	MC asked why there is an increase in service and fees income expected next year. CM explained this is linked to our Business Development work with an expected implementation of July for some of the products our Business Development Director has been working on. An update on this will be given at the Board Strategy Day in March.	
6.3	CM noted that there is nothing in the draft 2024-2025 budget for the previously discussed Place Based Expansion work as the budget is currently an unknown.	CM/DM
6.4	CM noted that our Development Funding from Sport England (£105k/annum) which covers School Games and CYP Active Lives, has not yet been confirmed as being replaced next year. Our OSF funding currently also ends 31 st March 2025. This is a similar trend to broader funding across the CYP landscape (e.g. Holiday Activity Fund, School Games Organisers etc). This is obviously far from ideal but with potential for change of government this year, CM suggested that many of these CYP projects maybe given an interim 1 year extension before final decisions are made on their future from 2026. However, this is just a gut feel at present. CM/DM will keep the Board updated on any CYP funding updates as they are received.	
7.0	Q2 Performance Report	
7.1	DM presented the report circulated prior to the meeting. The following points were noted:	
7.2	Sickness Absence – based on the contents in the report, trustees suggested that when setting the performance report for next year we will look at how we monitor this measurement so that we are focussed on long-term absences rather than the odd day here and there.	
8.0	Questions on Out of Meeting Agenda Items	
8.1	<u>CEO General Update for Q3</u> Trustees noted the contents of the report.	
8.2	<u>Policies Etc for Approval</u> Trustees approved the following: <ul style="list-style-type: none"> • Business Continuity Plan • Safeguarding Children & Young People Policy • Safeguarding Adults in Sport Policy & Procedures • Board Terms of Reference • Audit Committee Terms of Reference 	
8.3	<u>Risk Register & Opportunities Register</u> Trustees noted the contents of the report.	
8.4	<u>Safeguarding & Data Protection Update</u> Trustees noted the contents of the report.	

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9.0	Any Other Business
9.1	<p><u>Strategy Away Day</u> The Strategy Away Day is in diaries for 26th March 2024 with the venue to be confirmed (Newcastle). CM asked trustees to inform her of any topics they would like to focus on at this session.</p>
9.2	<p><u>Board Meeting Format Feedback</u> DH asked for feedback on the new format of the meeting. Trustees agreed this works better and enabled deeper conversations into some agenda items.</p>

Date and time of Board Strategy day – 26th March 2024 10:00am – 4:30pm (Newcastle)

Date and time of the next Board meeting – 21st May 2024 at 10:00am (Royal Quays)

Item	Action	Responsibility
2.1 & 4.1	Copies of presentations to be circulated with the minutes	CM
6.1	Audit Committee to review updated version of 24-25 budget	DM / Audit Committee
6.1	Nominations & Remuneration Committee to meet to discuss cost of living increases for 24/25	CM / Nom & Rem Committee
6.4	Keep board updated on CYP funding landscape, particularly the Delivery Partner funding of £105k/annum which ends 31/3/25.	CM/DM