

Active Black Country Partnership  
 Board Meeting  
 Wednesday, 28<sup>th</sup> November 2018  
 (University of Wolverhampton Science Park,  
 Wolverhampton, WV10 9RU)



**Present:**

**Board Members:** Deborah William (DW) Richard Callicot (RC) Kim Babb (KB) Arwyn Jones (AJ) Ian Carey (IC) Ash Rai (AR) Richard Metcalf (RM)

**Advisors:** Ian Carey (IC) Lina Martino (LM) (Representing John Denley) Rachel Conlisk (RCL) Jennie Bimson (JB)  
 In attendance: Daniel Allen (DA) Sanjay Bensal (SB) Rebecca Hill (RH)

**Apologies:** Amanda Tomlinson, John Denley, Chris Jones, Sarah Middleton, Cllr Anne Shackleton, Graham MacPherson, Paul Griffiths., Anam Choudhury.

| MINUTE NO. | SUBJECT                        | NOTES & ACTION | DATES | WHO |
|------------|--------------------------------|----------------|-------|-----|
|            | <b>WELCOME &amp; APOLOGIES</b> |                |       |     |
|            | Welcome from Chair.            |                |       |     |
|            | Apologies noted.               |                |       |     |

| <b>CONFLICTS OF INTEREST AND DECLARATION OF INTEREST</b> |   |  |  |  |
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| <b>64/18</b>   | <b>No declarations made.</b>              |  |  |  |
|  | <b>MINUTES – 17<sup>th</sup> May 2018</b> |  |  |  |

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| 65/18 | Matters Arising | <p><b>Declarations of Interest Form</b><br/>The Chair felt it appropriate that Declaration of Interest forms were circulated to all Board Members so that a full set was established. It was confirmed that these would be updated every March/April.</p> <p><b>Disclosure and Barring Service (DBS)</b><br/>Individual Members were informed of any outstanding documentation that was required in order that their DBS application was completed, and asked that this was provided.</p> <p><b>Agreed: -</b><br/>1) that the minutes of the meeting held on 21<sup>st</sup> September 2018 and all decisions contained therein, be confirmed and approved as a correct record.</p> |  | RH<br><br>IC/Anne Smith |
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| <b>66/18</b> | <b>West Midlands<br/>Combined Authority,<br/>Black Country and<br/>Sport England Place<br/>Based Investment</b> | <p>Board Members had already been informed of a meeting between Sport England, DW, SM and IC that took place in August 2018.</p> <p>The meeting had been very positive with future propositions and strategic aims discussed. The underfunding of the BC was evident, whilst the revised Sport England investment principles of tackling inequality, addressing inactivity and investing for wider socio-economic outcomes illustrated that the Black Country provided a great opportunity for all stakeholders to realise strategic objectives and action.</p> <p>A further meeting was held in October between Sport England (Chris Perks/Adam Rigarlsford/Russ Turner), WMCA (Henry Kippin/Sean Russell/Simon Hall) and BCC Ltd (SM/IC); an agreement was reached to develop a specific Black Country Place based fund in the region of £150k.</p> <p>The development of regeneration corridors was to provide areas of growth across skills, employment, housing and community regeneration enabling the opportunity to enhance the sustainability and viability of our ambitions.</p> <p>The backbone of this network was a system of sustainable transport routes for walking and cycling, including the extensive canal system.</p> |  |  |
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|       |  | <p>An outline business case was being undertaken for the Black Country Fund by BCC Ltd, ABC in partnership and needed to be submitted by 7<sup>th</sup> December. A response is anticipated by Christmas.</p> <p>DW hoped this funding was the start of a partnership with Sport England to address barriers for people across the Black Country. Though the £150k was a relatively modest sum, it needed to be viewed as a development grant. IC considered the recognition by Sport England to be a significant step forward, and it was hoped that their confidence in ABC would grow as it was driven forward.</p> <p>IC shared that ABC staff had been funded £264,000 to lead satellite clubs for the next two years.</p> <p>IC stated an update on the business case was to be provided at the next meeting of the Board.</p> <p><b>Agreed</b> an update to business case be provided at the next meeting.</p> |    | IC |
| 67/18 | <p><b>Active Black Country Business Plan 2018-2021</b></p> | <p>DW reminded the Board that a draft of this Plan had been circulated prior to the meeting.</p> <p>IC confirmed further meetings needed to take place, and amendments to the plan required related to the satellite clubs. Findings from today's Board meeting were also to be incorporated; the final submission scheduled for January 2019 and circulated before sign off confirmed.</p> <p><b>Agreed</b> that the finalised Active Black Country Business Plan 2018-2021 be circulated for sign off by the Board.</p>   | IC | IC |

68/18

**Towards An Active  
Black Country Strategic  
Alignment Presentation**

The Board was given a presentation by ABC staff and questions welcomed.

DA explained that 23 new satellite clubs had started since April 2018, with a further 60+ established clubs being supported by ABC.

SB confirmed partnership support was received in relation to these clubs, via Sport Aid, Heart of England Street Games and Sandwell Voluntary Services; these organisations additionally helped with the upskilling of satellite club staff.

A request was made by Board Members for a six-monthly report on these clubs, to include how many had become sustainable. IC confirmed this was possible and these figures would be woven in to the final dashboard.

It was universally felt by the Board that the public transport infrastructure required significant improvement if members of the public were to be discouraged in car usage. It was acknowledged that steps in this direction had the potential to be made alongside the preparations for the Commonwealth games in 2022.

Partnership working was vital in this area as resolution could not be undertaken by ABC alone; this included public engagement and workplaces as well as independent organisations.

'THRIVE' at work had been launched which included the dimension of active travel and physical activity in the workplace.

DA drew the Boards attention to the mental health first aid agenda, which also played a big part of this project.

LM stressed the importance of employers being onboard with active travel, encouraging staff to take up activity and seeing facilities were provided, such as showers, and where possible more relaxed dress codes.

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| <p>69/18</p> | <p><b>Active Black Country Quest Assessment</b></p> | <p>DW explained that this process was required to assess the improvement areas and performance of ABC, and that all CSP's had to undergone this model. It combined different elements, which included a self-assessment, a two-day Quest visit which combined staff interviews, a written report and finally a round table discussion on findings and feedback. This was due to take place in February 2019. The report was intended to aid ABC's development.</p> <p>The ABC Board need to provide assessment against the 5 modules. IC proposed he was happy to undertake in consultation with DW and would feedback to the Board.</p> <p>DW would be in attendance for the two-day Quest visit, and whilst other Board Members were not required, they were welcomed.</p> <p>DW asked the Board whether they consented to the meeting between her and IC, to populate self-assessment and there share with the Board.</p> <p>The Board unanimously stated they were happy to proceed with this plan.</p> <p>ABC Quest is planned for 18<sup>th</sup>/19<sup>th</sup> December.</p> <p><b>Agreed</b> that the self-assessment be completed by DW/IC and then shared with the Board as a whole.</p> |  | <p>IC/DW</p> |
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70/18

**Commonwealth Games 2022  
Report**

IC explained that a consultation exercise was to take place in January 2019 with the Black Country Chamber of Commerce and the University of Wolverhampton.

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| 71/18 | 18/19 Reporting | <ul style="list-style-type: none"><li>• Financial Report</li></ul> <p>IC drew the Board attention to a direct expenditure issue that has arisen simply due to timings on academic year. It was stressed there were no cause for concern.</p> <p>A £9,000 staff salary savings was shown.</p> <p>The Board reported that the new format of this report was welcomed.</p> <p><b>Agreed</b> that this report was accepted by the Board.</p> <ul style="list-style-type: none"><li>• Safeguarding</li></ul> <p>The HR dashboard was circulated.</p> <p>The dashboard remained in development with the BCC Programme office in alignment with new sport England Performance Management Framework. The four Local Authorities will be liaised with the ensure changes are updated and integrated.</p> <p>It was confirmed that no safeguarding issues had arisen.</p> <p><b>Agreed</b> that this report was accepted by the Board.</p> |  |  |
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| <b>72/18</b> | <b>ABC Chair, BCC CEO and ABC Director Update</b> | DW shared that she had met with other Chairs from Birmingham and Coventry Warwickshire. The CSP's intended working as a strategic grouping in alignment with the Combined Authority and also with other CSP Chairs from the West Midlands. |  |  |
| <b>73/18</b> | <b>Forward Planner</b>                            | The forward planner was circulated, and the format was appreciated.  |  |  |

**74/18 Next Meeting and 2019 Board Dates**

| <b>Date</b>                           | <b>Venue</b>                  | <b>Time</b>        | <b>Full Address</b>  |
|---------------------------------------|-------------------------------|--------------------|--|
| <i>Monday 28<sup>th</sup> January</i> | <i>Beacon Centre</i>          | <i>10.00-12.00</i> | <i>Wolverhampton Road East, Wolverhampton WV4 6AZ</i><br><i>Phone: 01902 880111</i>    |
| Tuesday 19 <sup>th</sup> March        | Dudley College                | 15.00-17.00        | The Broadway, Dudley DY1 4AS<br>Phone: 01384 363000                                    |
| Wednesday 22 <sup>nd</sup> May        | National Metal forming Centre | 14.00-16.00        | NMC, 47 Birmingham Road, West Bromwich, West Midlands, B70 6PY<br>Phone: 0121 601 6350 |
| Monday 29 <sup>th</sup> July          | Walsall College               | 10.00-12.00        | The Hub, Littleton Street West, Walsall, WS2 8ES<br>Phone: 01922 657090                |
| Tuesday 24 <sup>th</sup> September    | Beacon Centre                 | 15.00-17.00        | Wolverhampton Road East, Wolverhampton WV4 6AZ<br>Phone: 01902 880111                  |
| Wednesday 27 <sup>th</sup> November   | Dudley College                | 11.00-13.00        | The Broadway, Dudley DY1 4AS<br>Phone: 01384 363000                                    |

**The meeting closed at 16.48**