

Minutes of the Rise Board meeting held on Tuesday 5th November 2024 at Royal Quays Business Centre and via Teams

PRESENT

Simon Gordon (SG)	Chair
Matthew Cormack (MC)	Trustee
Nic Erevik (NE)	Trustee
Debbie Henderson (DH)	Trustee & Senior Independent Trustee
Graeme Nash (GN)	Trustee
Karen Pearce (KP)	Trustee
Adam Pilkington (APilk)	Trustee
Anoop Puri (APuri)	Trustee
Katy Storie (KS)	Trustee
Clare Morley (CM)	Chief Executive Officer
David Marrin (DM)	Business & Strategy Director
Suzanne McDermott	Infrastructure & Environment Strategic Lead
Kaye Scott (KSc)	Finance and Business Support Manager

APOLOGIES

Steven Bell (SB)	Trustee
Joanne Cairns (JC)	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.	
2.0	Previous Minutes and Matters Arising	
2.1	<u>Board Meeting (July)</u> The minutes of the last meeting were agreed to be a true record. There were no matters arising.	
2.2	CM thanked trustees for their support with the sub committees as there has been a significant number recently.	
2.3	<u>Audit Committee (September)</u> The minutes of the Audit Committee were noted.	
2.4	<u>EDI Sub-Committee (October)</u> The minutes of the EDI Sub-Committee were noted.	
2.5	<u>Nom & Rem Sub-Committee (October)</u> The minutes of the Nom & Rem Sub-Committee were noted.	
3.0	Connecting to the Purpose	
3.1	Suzanne McDermott, Infrastructure & Environment Strategic Lead was in attendance to give an update on the work of the Infrastructure & Environment Workstream. A copy of the presentation will be circulated with these minutes	CM

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<p>3.2</p> <p>3.3</p> <p>3.4</p>	<p>NE Transport Plan refresh is currently out for consultation and Trustees were encouraged to contribute. A link to the consultation will be circulated with these minutes.</p> <p>Glasgow University are doing research into cycling and its benefits. KP to forward the contact onto SMc.</p> <p>CM - in terms of Sport England sustainability strategy Every Move, by 2027 Sport England want all system partners to be on a sustainable journey. This opens up the possibility of a role for us to support our grassroots organisations on their journey.</p>	<p>CM</p> <p>KP</p>
<p>4.0</p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p> <p>4.8</p> <p>4.9</p> <p>4.10</p>	<p>CEO Strategic Update</p> <p>CM presented the report circulated prior to the meeting. The following discussions took place.</p> <p>CM updated that the roles linked to the Development Award for the Place Expansion Investment have gone out to advert today.</p> <p>Sport England announced the rolling out of their £25million Place Universal Offer yesterday. This is likely to be available to us from next Summer.</p> <p>Helen Tong, Director of Commercial, Marketing & Communications will attend the Board Award Day in December to give an update on the Workplace Wellbeing programme since its recent launch.</p> <p>CM gave a verbal update to Trustees on the progress made to date with County Durham Sport following the agreement of the Heads of Terms.</p> <p>We have received Sport England approval to temporarily increase our Board numbers to 13 to oversee the first 12 months following the transfer of CDS. This enables us to open two positions to Trustees from County Durham Sport Board for co-option.</p> <p>DM highlighted that most funding to County Durham Sport is from Sport England, this will naturally, impact on our performance indicator linked to reducing our reliance on Sport England funding.</p> <p>GN - interesting how we integrate the two organisations and understanding the plans for the future of Durham. CM - knowing the detail won't be ready for the strategy day in December, however, there isn't a lot of work that they do very differently/ in addition to Rise as it is all SE funded.</p> <p>AP - asked if there is inflation taken into account with Sport England funding. CM confirmed unfortunately that the funding is fixed until March 2027.</p> <p>AP - asked for a separate conversation to go over the integration of the two organisations financially. This needs to happen prior to transfer. DM to action.</p>	<p>DM</p>

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<p>4.11</p> <p>4.12</p> <p>4.13</p>	<p>KS asked if there has been any communication with Durham University. CM has met with Dr Iain Lindsay at Durham University who was very supportive. If KS has any connections to the sport side at Durham University to share this with CM. KS advised there as a group of 5 NE universities there could be opportunities on the horizon linked to a 'civic institution contribution' that has been recently announced. KS to keep us posted.</p> <p>SG asked for trustees to share any contacts that they have in Durham with CM.</p> <p>SG - there are a lot of opportunities with the transfer of County Durham Sport and 2025 is going to be a key year for the charity.</p>	<p>CM/KS</p> <p>ALL</p>
<p>5.0</p> <p>5.1</p> <p>5.2</p> <p>5.3</p> <p>5.4</p> <p>5.5</p>	<p>Q2 Finance Report</p> <p>DM presented the report circulated prior to the meeting. The following points were noted.</p> <p>CM - the budget announced last week has brought a National Insurance increase for employers that is roughly a £27k impact for Rise. There is a case for Active Partnerships to lobby funders to support this additional cost. CM will keep the Board updated.</p> <p>Following discussion at Audit Committee, CM and DM met with Brewin Dolphin to see if there is anything we can do to build our investments. They will be attending our Board Strategy Day in March to present on what options are available to us to consider.</p> <p>SG - we are in a good position with our fundraising and grant applications. Need to be mindful that we are at the start of our commercial journey but we need to be thinking what is next from our Business Development workstream. It's important we do not "have all our eggs in one basket".</p> <p>Trustees noted the financial position for the end of Q2.</p>	<p>CM</p>
<p>6.0</p> <p>6.1</p> <p>6.2</p> <p>6.3</p>	<p>Q2 Performance Report</p> <p>DM presented the report circulated prior to the meeting. The following points were noted.</p> <p>Following the success of our Physical Activity Clinical Champions (PACC) training, Northumbria University would like to roll out the training to their physiotherapy and OT students in year 1. We are also about to start conversations with Sunderland Medical School.</p> <p>In addition to doing the training, and thanks to KS, we opened over 130 opportunities for students to access work experience opportunities linked to this. It has been really well received by everyone involved and has added significant value. All students in year 1 and 4 will need to do Citizen Placements as part of their medical degree and KS to link us in when the time is right.</p>	

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6.4	DH - the sickness absence figures are brilliant. It's important to keep staff engaged throughout the process with County Durham Sport and we need to think about how we engage post transfer.	
6.5	Trustees noted the performance data for the end of Q2.	
7.0	Safeguarding, EDI and Data Protection Update	
7.1	CM presented the report circulated prior to the meeting.	
7.2	The contents of the report were noted.	
8.0	Questions on Out of Meeting Agenda Items	
8.1	<u>CEO General Update for Q2</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"> • Matters Reserved for the Board & Schedule of Delegation • Reserves Policy • Succession Plan • People Plan 	
8.3	<u>Risk Register & Opportunities Register</u> Trustees noted the contents of the report.	
9.0	Any Other Business	
9.1	No other business to discuss.	

Date and time of the next meeting – 12th December 2024, 2:00 – 5:00pm at One Strawberry Lane

Action Record Item	Action	Responsibility
3.1	Presentation to be circulated with minutes	CM
3.2	Link to NE Transport Plan consultation circulated with minutes	CM
3.3	Glasgow University cycling research link forwarded to SMc	KP
4.10	AP to be consulted/briefed on financial process of the integration of CDS	DM/AP
4.11	Durham connections/contracts to be forwarded to CM and KS to keep updated on 'civic institution contribution'.	ALL/KS
5.2	Keep Board updated on progress lobbying Sport England re additional NI costs	CM