
Yorkshire Sport Foundation

Board Meeting Minutes

Date: Monday, 10 February 2025

Venue: Ovenden Sport and Community Arena (OSCA), Halifax

Board Members: Caroline Black (Chair), Michael Hirst, Rebecca Bibbs, Mark Winder, Jodie Bridger, Rashida Salloo

Apologies: Helen Gauden, Gwen Smith, Karl Oxford, Brendan Fatchett

Supporting Officers: Nigel Harrison, Amanda Potter, Joe Thompson, James Brown, Gayle Elvidge, Gemma Armitage, Julie Smith

Guests: Richard Croker – Active Calderdale Programme Manager, Calderdale MBC

Minutes

Agenda Item	Action
1. Board Social – informal meet The group introduced themselves.	
2. Welcome and Apologies 2a. Board Matters Nothing to discuss 2b. Declarations of Interest None 2c. Minutes of the previous meeting and matters arising Taken as read	

<p>3. The Calderdale Story</p> <p>Richard Croker described the story in Active Calderdale, he shared a presentation.</p> <p>Questions were asked by the board. How can we use this as leverage to get more funding? Place expansion work is influencing future funding, it is a wider approach including many partners. Articulating this with senior leaders is difficult.</p> <p>It feels like it is unlocking areas of the community that don't usually get involved with physical activity. This was a balance between funding capacity and roles. A larger programme team and different roles within the system, and a smaller central capacity. There are some shared roles across the system, ideally these are there to change culture and are therefore able to sustainably change.</p> <p>What has the experience been like with GPs? The experience has been mixed, this is being ramped up with a new role being placed within the GP environment – it needs to be rooted in what matters to them.</p> <p>What would you do next? Deepening into SE was successful in October for a three year period – work across the system scaling up with Social Care, active travel and other areas.</p>	
<p>4. Devolution Discussion</p> <p>The group discussed the current situation in the area.</p>	
<p>5. Performance Report</p> <p>This is a smaller, light touch report, more qualitative. Nigel commented that there is nothing alarming to bring the boards attention to.</p> <p>The group asked - what is behind the reduction in the NPS, was there a large amount of data within this? Nigel explained that this is based on recent PE conferences and OSF surveys. We are not worried about this, it remains a very high score.</p>	
<p>6. CEO/ Director Report</p> <p>Nigel doesn't have anything to add to the report.</p>	
<p>7. Environment Action Plan</p> <p>Joe outlined the presentation and what we are attempting to do within this area. He also requested that one of the Trustees become a champion for the Environment work on the board. If anyone has a passion for this area of work they are to contact Nigel.</p>	
<p>8. Finance, Audit and Risk Sub-Committee</p>	

<p>Michael outlined the meeting that took place.</p> <p>8a. Risk Register</p> <p>Nigel brought the Board's attention to the new risk as well as detailing the recent cyber security incident that was dealt with in a swift manner.</p> <p>8b. Grant approval</p> <p>Michael confirmed that this was discussed at the FAR Committee meeting and they were happy with accepting the award.</p> <p>Resolution: The Board approved the acceptance of the Place Expansion funding within Kirklees.</p> <p>8c. Salary Inflation Increase</p> <p>The executive team left the room for the discussion.</p> <p>RESOLUTION: The Board agreed with the FAR Committee Recommendation of a 2% uplift. This will be shared with the staff reps group for consultation with the wider teams. It will be ratified by the board at a later date.</p> <p>8d Future Budget Review</p> <p>We are forecasting to March 2027 to cover the remainder of the Sport England funding cycle. There will be some mitigations we will put in place including reducing the Sport England project funding that we had allocated in the original submission.</p> <p>There is a typo in item 3.2 – this should read £40,000 not £4,000.</p>	
<p>9. HR and Health and Safety</p> <p>Nothing to note in addition to the report.</p>	
<p>10. Communication Report</p> <p>The highlight report was released before Christmas – we are now gathering information for next year. Still to be bolder with what we are asking of the board members, especially around sharing on social media.</p> <p>The message coming through from the report was difficult to understand. What do you want the board to know? What do you want the board to do? Don't be shy. To be picked up and reworked.</p> <p>ACTION: Nigel to work with Julian on the Communications report for the next board meeting.</p>	
<p>11. Any Other Urgent Business</p> <p>It was asked if there was a need for a specific Nominations Committee to pick up board and senior</p>	

executive succession planning and is this a requirement of the Code of Sports Governance? Within the reporting of the governance work this is detailed as a group that will come together when needed. There is a governance section on the FAR Committee standard agenda to monitor this.	
12. Board Reflections on meeting Really interesting session – mix of reports and discussion.	
13. Dates of future meetings 12 May 2025 Provisional for 25-26 4 August 2025 – move to 11 th August 3 November 2025 2 February 2026 11 May 2026	

Agenda Item	Action	Lead	When	Update
Actions from matters arising				
3	Meet with Gwen regarding clarifying resource questions	NH	4 November 2024	Done
6	DIAP and progress to be shared with the Board	SH	12 May 2025	In meeting