

SPORT NORTHERN IRELAND

MINUTES

CONFIDENTIAL

Second Meeting 2008

Held on Tuesday 1 April in the Wellington Park Hotel, 21 Malone Road, Belfast BT9 6RU.

PRESENT

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| In the Chair: | D Walsh |
| Members: | O Brown M Cowan J D'Arcy U Duncan B Macaulay A Money Penny B McCargo H McCaughey D O'Connor J Rodgers A Strong P Turnbull |
| Chief Executive: | E McCartan |
| Staff in Attendance: | N Harkness S Ogle A Sloan R McCormick J Poots T Smyth E Bailey L Beattie |

1 **APOLOGIES**

There were no apologies.

2 **CHAIRMAN'S BUSINESS**

- 2.1 The Chief Executive reported on the reference to the Manager of Facilities Department in a Press Release issued by Cliftonville and Linfield Football Clubs and the abuse he had received following the appearance of his name.

Members said that the Manager of Facilities Department was an outstanding member of staff, a man of high principle, and an authority on safety at sports matches and he did not deserve to be treated in such a way. Members agreed that he should have the support of Sport Northern Ireland (SNI) and approved

the Chief Executive's recommendation to write to Cliftonville and Linfield Football Clubs asking them to defer from naming individuals.

3 **MINUTES**

The Minutes of the First Meeting of 2008 held on 11 February, having been previously circulated, were approved and signed subject to a small change in 7.1 where "nine" months should read "ten".

4 **MATTERS ARISING**

4.1 Reference Item 7.5 – Marketing – Press and Media Report

The Marketing Manager was to report on the Indoor Athletics event but noted that this would be done at a later stage.

4.2 Reference Item 9.1 – Athlete Support Paper with Living Costs and Sports Costs Applications

Members heard that the Chief Executive would be meeting with the Irish Sports Council later in the week.

5 **CORRESPONDENCE**

There was no correspondence.

6 **DECLARATION OF INTERESTS**

The Chair asked everyone individually if they had any interest to declare. Mr M Cowan declared an interest in Northern Ireland Orienteering, Coaching Qualifications and Sports Coach UK.

The Chief Executive reminded Members that conflicts of interest were a matter for Members. They would be involved in broad policy discussions but when there was discussion about specific allocation of funds Members should decide whether or not they had a conflict of interest to declare.

Mr A Money Penny declared an interest in the Ulster Basketball Association (referred to in the Delegated Decisions Paper SNI/078/56).

Mr D Walsh declared an interest in the IRFU (Paper SNI/08/53).

Mr B McCargo declared an interest in IRFU (Paper SNI/08/53).

Mr H McCaughey expressed an interest in IRFU (Paper SNI/08/53).

7 **CORPORATE SERVICES**

7.1 Management Accounts

Members considered the Management Accounts for the eleven-month period to 29 February 2008 (Paper SNI/08/39) and approved their submission to the Department of Culture Arts and Leisure (DCAL).

7.2 Budget for 2008/09

Members considered the Exchequer and Lottery Budget for 2008/09 (Paper

SNI/08/40) and noted that the budgets were linked to the Corporate Plan 2008-2011 and Business Plan 2008/09. Members noted that detailed project budgets had been prepared by budget holders profiling the income and expenditure on a monthly basis over the course of the year and that they would form the basis of the management accounts during the year.

Members raised a number of questions relating to funding, administration costs, service level agreement income and revenue budget.

The Chief Executive informed Members that SNI is by statute a development agency and that staff are employed for the purpose of developing sport in Northern Ireland and consequently there were administration costs.

The Director of Corporate Services undertook to write to Members with an explanation to some of the queries they had raised.

After discussion during which a number of questions were raised, Members approved the Exchequer and Lottery Budget for 2008/2009.

7.3 Delegated Decisions

Members received a report of delegated decisions in respect of contracts taken in accordance with SNI policy (Paper SNI/08/41).

7.4 Bank Indemnity Form for Tollymore Mountain Centre

Members considered and approved a Bank Indemnity Form enabling cheques made payable to Tollymore Mountain Centre to be lodged to Sport Northern Ireland current account (Paper SNI/08/42).

7.5 Risk Register

Members received Paper SC1/08/43 and noted the Risk Register which had been updated for the financial year 31 March 2008.

The Register identified key risks the organisation faced and Members made a number of comments which the Chief Executive said would be taken on board.

7.6 Corporate Plan and Business Plan

Members considered and approved the Draft Corporate Plan 2008-11 and Business Plan 2008-09 (Paper SNI/08/44).

Members commended staff for the way in which the Plan tied in with the Strategy for Sport. They heard that it was expected to be approved by DCAL in the next couple of weeks.

The Director of Corporate Services reminded Members of the need to submit their Declaration of Interest forms, their Insurance forms, and their travel and subsistence claims up to the end of March 2008.

7.7 Audit Committee

Dr O Brown gave a verbal update on the Audit Committee meeting which had taken place earlier in the day. She reported that the Northern Ireland Audit Office had given an unqualified audit report on the Lottery Accounts. She extended congratulations to the staff in Corporate Services Unit.

7.8 Staffing Committee

Councillor J Rodgers reported on the meeting of the Staffing Committee which had taken place earlier in the day. Members noted new staff appointments.

7.9 Marketing Update

Members received Paper SNI/08/45 which updated them on recent activities in Marketing and Communication.

Members queried coverage by some areas of media and noted that SNI is currently developing relationships and partnerships with some media. It was agreed that Marketing would arrange to progress profiles of Members for the SNI publication "Sports Zone".

8 **PARTICIPATION UNIT**

8.1 Review of the Disability Mainstreaming Contract

Members received an update on Sport Northern Ireland's ongoing commitment to implementing the Disability Mainstreaming Policy in the period 1 April 2009 to 31 March 2012 (Paper SNI/08/46).

8.2 Report of Delegated Decisions – Participation

Members noted delegated decisions taken in respect of Participation programmes and investments in accordance with SNI policy (Paper SNI/08/47).

It was agreed that future Delegated Decisions papers would show financial limits under delegated authority.

8.3 Participation Review Team Update

Members received an update on structure and functions of the Participation (Revenue) team and the work of the team to date (Paper SNI/08/48).

8.4 Building Sport Programme Stage II

Members considered Paper SNI/08/49 which set out the legal risks associated with a Stage II award to Northern Ireland Civil Service Sports Association. Members heard of the background to the NICSSA security of tenure and queried the risk in the decision to proceed to Stage II and develop the project to Stage III.

Members noted that the legal situation of the applicant and the landowner is demonstrably unique and that an Act of Stormont would be required to remove

the applicant from the site. The recommendation stated that on the balance of risks and likelihood of occurrence and the unique status of the applicant and landowner, it was proposed that the Members consider the recommendation from the Places Committee to accept this deviation from normal procedure and proceed on the basis of the reduced safeguards possible with the legal constraints as detailed above.

Members approved the recommendation.

8.5 Soccer Strategy – Risk Management of the Playing Facilities Programme

Members considered Paper SNI/08/50 which provided an overview of previous reporting structures and an update on the capital programme. It also highlighted key project risks and outlined SNI proposals going forward to ensure continued roll-out of the programme, whilst protecting SNI against any risk exposure by putting in place appropriate claw-back provisions.

Members noted that as this programme is about capital delivery and risk management it had been taken to the Places Committee for approval of the proposed management of the programme.

The paper was presented by Ms T Smyth and, because other governing bodies are not offered this level of funding, Members wished to be satisfied that the level of assurance was commensurate with the level of funding being offered by SNI. They raised a number of queries relating to inter-alia cost over-running, Revenue and Customs, legal charge, and IFA competence in this regard.

After lengthy discussion Members approved the recommendation to approve the proposed solution for the implementation of the IFA Playing Facilities Programme, subject to conditions (i) and (iv) contained in the paper.

8.6 Delegated Decisions – Places Committee

Members received a note of delegated decisions taken by Management and the Places Committee in accordance with SNI policy (Paper SNI/08/51).

8.7 Cliftonville Football and Athletic Club

Members considered Paper SC/08/57 and approved the affixing of the SNI Seal on the Deed of Priority relating to the legal charge obtained by SNI on the assets of Cliftonville football and Athletic Club Ltd.

9 **PERFORMANCE UNIT**

9.1 SNI Performance Sport Investment Policy

Members considered and approved the Performance Sport Investment Policy (Paper SNI/08/52).

Members noted that the policy would be reviewed again in 2013.

Mr D Walsh and Mr B McCargo left the room.

9.2 Business Case for the Continuation of the Ulster Branch Irish Rugby Football Union (UBIRFU) Community Rugby Programme 2008-2009

Members considered Paper SNI/08/53 which sought approval for a one-year period to continue the community Rugby Programme.

Members noted the background, the future resourcing of the Community Rugby Programme, the proposed staff structure and objectives of the community rugby Programme 2008-2011, and the proposed way forward.

The recommendation was that Members approve an award of up to £450,000 to the UB IRFU for a one-year period, to continue the Community Rugby Programme which was funded by DCAL in 2005-2008 in line with the provisos stated in the paper. The award would be subject to additional terms and conditions that would assure SNI that the investment is in line with agreed objectives.

After discussion Members approved the recommendation and also the inclusion of a "without prejudice" statement in the letter to the UB IRFU.

Mr D Walsh and Mr B McCargo returned to the room.

9.3 SNI Policy on Investment in Governing Body Coaching Qualification Structures

Members considered Paper SNI/08/54 which sought approval for the Governing Body Coaching Qualification Investment Policy.

Members noted the comments of the Performance Committee which had welcomed the clarity of SNI's position given the highly complex developmental environment.

Members heard that a meeting would be taking place later in the week with Irish Sports Council. It was hoped that the Coaching Ireland Strategy would be before Members at the next Board meeting.

Members congratulated Mrs Poots on the paper and approved the recommendation to approve the governing bodies Coaching Qualification Investment Policy.

9.4 Recognition of Sporting Activities

Members considered Paper SNI/08/55 which sought approval to reject applications to recognise Tchoukball, Speed Badminton and Capoeira as sporting activities; and approve the recognition of Dodgeball as a sporting activity.

Members noted that recognition has to be jointly agreed with the Home Country Sports Councils and UK Sport.

Members approved the recommendation.

9.5 Delegated Decisions – Performance Sport

Members noted delegated decisions taken in respect of Performance Sport Programmes in accordance with SNI policy (Paper SNI/08/56).

10 **COMMITTEE REPORTS – FOR ADOPTION**

10.1 Northern Ireland Mountain and Cave Rescue Co-ordinating Committee

Members adopted the Minutes of the Eighty-Fifth Meeting held on 13 September 2007.

10.2 Performance Committee

Members adopted the Minutes of the Fourth Meeting held on 20 September 2007.

10.3 Mountain Leader Training Northern Ireland

Members adopted the Minutes of the Ninety-Second Meeting held on 23 October 2007.

10.4 Audit Committee

Members adopted the Minutes of the Thirty-Ninth Meeting held on 4 December 2007.

11 **COMMITTEE REPORTS – FOR INFORMATION**

There were no Committee Reports for information.

12 **PUBLICATIONS**

There were no publications.

13 **DATE OF NEXT MEETING**

Tuesday 3 June 2008 at 1.30 pm.

14 **ANY OTHER BUSINESS**

There being no further business the Chair thanked Members for their attendance and the meeting closed at 4.15 pm.

Signed: _____

Dated: _____

House of Sport
Upper Malone Road
Belfast
BT9 5LT

