

SPORT NORTHERN IRELAND

BOARD MINUTES

Third Meeting 2011

Held on Tuesday 7 June in the House of Sport, Malone Road, Belfast BT9 5LA.

PRESENT

In the Chair:	D Walsh
Members:	O Brown M Cowan J D'Arcy B Macaulay A Money Penny B McCargo D O'Connor J Rodgers A Strong P Turnbull
Chief Executive:	E McCartan
Staff in Attendance:	N Harkness S Ogle T Gorman R McCormick J Poots C McGurk R McDowell E Bailey

1 APOLOGIES

An apology was received from Mrs U Duncan.

2 CHAIRMAN'S BUSINESS

2.1 Coaching Summit

The Chairman congratulated Dr S Ogle, Mr R Gregg and all concerned on the very successful Coaching Summit held in Belfast from 6–8 June.

2.2 Cliff Project

Members heard from the Chief Executive about the official opening of the Cliff Project in Larne and congratulated Ms J Moore and other staff involved in progressing this matter.

2.3 Meeting with Minister

The Chairman reported on the recent meeting with the Minister. They noted her

strong focus on the community and the value that sport brings to the community as well as the need to combat youth suicide. She also had a clear vision of the development of stadium projects

The Minister had also indicated that Council membership would be considered urgently and more appointments made. An invitation to meet Council Members was extended and the Minister agreed to visit Council-supported projects in the community.

2.4 Chief Executive's Visit to New York

The Chairman referred to tabled Paper SNI/11/109 regarding the Chief Executive's attendance to speak at a New York – New Belfast conference in New York.

The Chief Executive also intended to focus on Activ8, Belfast Marathon, Stadia, World Police and Fire Games and hoped to meet the National Ice Hockey League. Members approved the attendance and noted that the Chief Executive would travel Economy Class and that an update would be provided at the next Council Meeting.

3 **DECLARATION OF INTERESTS**

The Chairman asked everyone individually if they had any interest to declare. The following interests were declared.

- Mr B McCargo - Special Olympics, World Police and Fire Games, Marathon, Irish Rugby Football Union (Ulster Branch) regarding equipment
- Mr D Walsh - World Police and Fire Games

4 **MINUTES**

The Minutes of the Second Meeting of 2011 held on 5 April, having been previously circulated, were approved and signed.

5 **MATTERS ARISING**

5.1 Reference 9.9 – Marketing

Members were informed that the branding issue would be raised by the Chief Executive at a forthcoming meeting with the Minister.

5.2 Reference 7.1 – World Police and Fire Games

Members heard an update on progress with staffing.

5.3 Reference 6.4 and 6.5 - Lisburn City Council and Royal Yachting Association

Further to letters from both bodies expressing disappointment regarding elite facilities Members noted that SNI had no mechanisms to address the concerns of the disappointed applicants.

6 CORRESPONDENCE

6.1 Disability Action Access Committee

Members noted e-mail dated 18 February 2011 from the Chair of Disability Action's Regional Access Committee congratulating everyone involved in the work done re the Inclusive Sports Facilities Accreditation Scheme at the Fermanagh Lakeland Forum Sports Centre.

6.2 Cricket Ireland

Members noted letter dated 13 May 2011 from the Chief Executive. It referred to efforts to convince the ICC to reinstate a qualification process to the 2015 tournament and went on to seek SNI's support in helping to achieve their ambitious goals for cricket and sport.

Members also noted letter dated 27 May 2011 from the President of Cricket Ireland which thanked SNI for the financial and personnel support at the function ahead of the Ireland v Pakistan One-Day International at Stormont.

6.3 Belfast Giants

Members noted letter dated 17 May 2011 thanking SNI for the grant enabling them to purchase the Giants Ice Stadia.

At this point the Chairman re-arranged the running order of the Agenda to accommodate the attendance at the Coaching Summit of Dr O Brown and Dr S Ogle.

7 PERFORMANCE UNIT

7.1 Practitioner Development Programme 2010/11

Members received an update on the third year of the operation of the Practitioner Development Programme 2010/11 and details of the participants on the 2011/13 programme (Paper SNI/11/93).

Cllr J Rodgers left the meeting.

7.2 Sport Northern Ireland Performance Sport Investment Principles

Members considered Paper SNI/11/94 which sought approval of the Performance Investment Principles. Members approved the Performance Investment Principles.

7.3 Talent Identification and Development

Members received an update in relation to progress being made in the area of Talent Identification and Development (Paper SNI/11/95).

7.4 Investing in Performance Sport Programme

Members received Paper SNI/11/96 and noted officers' actions taken since 5 April with regard to the Investing in Performance Sport Programme.

7.5 Performance Sport

Members received an update on the Performance Sport Team's work over the past two months and were alerted to key events and developments (Paper SNI/11/97). A Member expressed disappointment that the Anti-Doping Paper had not been sent out for comment.

7.6 Report of Delegated Decisions – Performance

Members received Paper SNI/11/98 and noted actions taken in accordance with Council policy.

8 **PARTICIPATION UNIT**

8.1 World Police and Fire Games 2013

The Chairman and Mr B McCargo left the room and Mr A Moneypenny took the Chair for this item.

Members considered Paper SNI/11/88 which updated them on the progress of the Games delivery vehicle – 2013 WPFG Ltd; the progress of the Sports Workstream and sought approval of the Memorandum of Understanding between SNI and WPFG 2013.

Members noted the comments of the Participation Committee. They considered the Paper and the attached Memorandum of Understanding at length and raised a number of questions regarding staffing, delivery mechanism, best practice and office location. It was agreed that WPFG be included in the SNI Risk Register.

Members discussed various aspects of the Games including board membership, staffing, location, risk management. It was noted that SNI was seconding staff to support the delivery of the sports element of the Games.

After further discussion Members noted progress made in appointing a CEO; approved the Memorandum of Understanding between SNI and WPFG 2013; approved the secondment agreement for three SNI staff to work on the sports workstream for the Belfast Games in 2013; and noted progress made by the Sports Workstream. Members noted that the documents may need some minor amendments and approved Officers to agree these as long as they were not material to the spirit of the current versions or exposed SNI to any additional risks.

The Chairman and Mr B McCargo returned to the room.

9 **CORPORATE SERVICES**

9.1 Risk Register

Members received the Risk Register and noted the key corporate risks, their rating, agreed mitigation activities and progress against these activities.

Members heard that at the Audit Committee meeting earlier the five-year review by the auditors was very good and great praise was of Mr L Brown for his high quality audit service. Members recorded their congratulations. The Vice-

Chair congratulated Dr O Brown for her very robust and efficient leadership of the Audit Committee. Council agreed that they should receive a verbal update from the Audit committee Chair.

9.2 Statement on Internal Control 2010/11

Members received Paper SNI/11/101 and noted the statement of internal control for the year ended 31 March 2011.

9.3 Sport Northern Ireland – Annual Report from Audit Chair

Members received Paper SNI/11/102 and noted work of the Audit Committee over the 2010/11 financial year. Members noted that the report was produced in line with HM Treasury's Audit Committee Guidance and was timed to support the preparation of the Statement on Internal Control.

9.4 Sport Northern Ireland – Brief on the Role of the Audit Committee

Members received an update of the role, scope and purpose of the Audit Committee (Paper SNI/11/103).

9.5 Brief on new Bribery Act 2010

Members received a briefing paper on the new UK Bribery Act which is due to come into effect on 1 June 2011 (Paper SNI/11/104).

9.6 Audit Committee Minutes

Members adopted the Minutes of the Audit Committee meeting held on 5 April. The Chief Executive said that the Audit Committee deserve great credit for the robust way in which they carry out the tasks and tests of audit.

10 Participation Team - (Agenda Item 8.2)

Members received Paper SNI/11/89 which provided an overview and update of the recent work of the Participation Team and key areas of work over the next four months. They also noted recent decisions taken in accordance with Council policy.

Mr B McCargo commended the Participation Committee on the outstanding work carried out by them with the number of new projects brought to fruition. He referred to a recent conversation with Jonathan Edwards who had mentioned how impressed he was with Activ8, Wild Cats and Active Communities and who had spoken highly of what sport was doing in Northern Ireland.

11 Special Olympics – (Agenda Item 8.3)

Mr B McCargo left the room.

Members considered Paper SNI/11/90 which sought approval for a four year funding commitment to Special Olympics Ireland in Northern Ireland. The Paper gave a background to the Special Olympics since 2003 and outlined the proposed plan for 2011-2015.

Members noted that SNI had received formal confirmation from DCAL of ring-fenced funding through the next Comprehensive Spending Review period (2011-1015) for Special Olympics Ulster.

A lengthy discussion took place during which Members referred to the funding package and to the concern that may arise in the disability sector which had not been consulted.

After lengthy and considered discussion Members approved the recommendations:

- Approved indicative funding to a maximum of £2.296 million against agreed costs to Special Olympics in the period 2011-2015.
- Approved a Letter of Offer to Special Olympics Ireland or 2011/12 to a maximum of £536,602 against total eligible expenditure of £876,069.

Members also noted the conditions attaching to the issue of a Letter of Offer in subsequent years.

Dr S Ogle and Dr O Brown left the meeting.

12 Delegated Decisions – Places – (Agenda Item 8.4)

Members received Paper SNI/11/91 and noted decisions taken in accordance with Council policy.

13 Capital Programmes and SNI Overseeing Function – (Agenda Item 8.5)

Members received Paper SNI/11/92 which provided a progress report on the various Capital Programmes run by Sport Northern Ireland.

14 Major Stadia Projects – (Agenda Item 8.6)

Members received a Powerpoint presentation from Mr C McGurk on the major stadia projects and delivery structures. Members noted that the Places Committee and Directors had previously seen this presentation.

The presentation included the background to the delivery programme, the projects that make up the programme, organisation structures and roles, process for delivery, key project milestones, project timelines, risk management and project management, and the required strategic input from the Chief Executive and Directors of SNI.

Members considered the presentation and the current high level risk associated with the projects and the programme in, particular the need to align budgets against proposed project timelines.

They also noted that much progress would be needed in year one of the programme to allow SNI to issue Development Costs Letters of Offer in an expeditious manner once each Governing Body has met the required conditions of award.

Members also considered the delegation of authority to officers to enhance quick progression of Development Costs Offers.

A lengthy discussion took place after which Members approved the delegation of authority to officers to issue Year 1 (2011/2012) Development Costs Letters of Offer beyond the normal capital delegated authority threshold of £250,000 up to a maximum of £500,000 for each project, capped at £1,000,000 in total across all three projects.

Mr J D'Arcy left the meeting.

Members asked for a regular update on this Programme.

15 50-m Swimming Pool – (Agenda Item 8.7)

Members considered Paper SNI/11/110 which provided a technical update on the progress of the 50-m pool and sought approval on the revised capital profiles.

It was suggested and Members agreed that a visit to the site of the 50-m pool be arranged at the earliest opportunity.

Members approved the recommendation to approve the capital profiles hence allowing the release of letters of offer to North Down Borough Council for the financial years 2011/12 and 2012/13.

16 **CORPORATE SERVICES**

16.1 Management Accounts (Agenda Item 9.1)

Members considered the Management Accounts for the 12-month period to 31 March 2011 and approved their submission to the Department of Culture Arts and Leisure (Paper SNI/11/99).

16.2 Delegated Decisions – Corporate Services – (Agenda Item 9.7)

Members considered received Paper SNI/11/105 and noted decisions taken in accordance with Council policy.

16.3 Review of SNI Funding Decisions – (Agenda Item 9.8)

Members considered Paper SNI/11/106 which referred to three requests for a formal review in accordance with the SNI Review Procedure from:

- St Malachy's GAC
- Regent House Grammar School
- Coiste Chontae Thír Eoghain.

The Independent Reviewer's Report was attached to the Paper and Members considered each of the reviews.

1 St Malachy's GAC

Members noted the Independent Formal Review Report and SNI letter dated 19 May 2011. Members also noted that the applicant did not provide any feedback to the Independent Reviewer's Report.

Members considered the applicant's three detailed complaints and discussed the Independent Reviewer's findings. Members accepted the recommendations to reject complaints two and three but partially accept complaint one by affording an additional one mark to the applicant due to the oversight of omitting "the population of 431 from Mullan Point to Ardboe Point".

Members approved the revision of the applicant's score to 70 marks placing the project on the 'amber band' call-off list.

2 Regent House Grammar School

In considering the review Members noted the Independent Formal Review Report and SNI letter dated 19 May 2011. Members also noted that the applicant had not provided any feedback to the Independent Reviewer's Report.

Members considered the applicant's complaints and discussed the Independent Reviewer's findings. Members concluded that Ards Borough Council's plans for leisure facilities development at Londonderry Park had been taken into account and reflected in the score awarded.

Following recent correspondence from Ards Borough Council, SNI had been alerted to the risk of the landowner's permission not being received and that there was no start date for the project.

Members therefore approved the independent reviewer's recommendation that the applicant's score should be revised to 77 marks placing the project on the 'green band' for progress towards securing a budget in future financial years.

Members noted that should the situation change in relation to the project at Londonderry Park, this should be picked up at 'Hot Appraisal' stage under 'Assessment of Need'.

3 Coiste Chontae Thír Eoghain

In considering the review Members noted the independent Formal Review Report. They also noted SNI's letter dated 19 May 2011 and a letter dated 25

May 2011 signed by Mr Mark Conway on behalf of the Garvaghey Project Team, Coiste Chontae Thír Eoghain. Copies of the 'Review Procedure' and 'Information and Guidance Notes' were made available.

Members were satisfied that the Independent Reviewer had used his absolute discretion in accordance with the Review Procedure (Section 6a) in determining his need for contact with the applicant. Members noted the Review Procedure did not require SNI to furnish the applicant with the pack of information provided to the Independent Reviewer and were content that the policy was adhered to in this regard.

Members noted a response sent to Mr Conway dated 2 June 2011 from the Acting Director of Corporate Services. Members were satisfied that the information sought on the first page of the letter dated 25 May 2011 from the applicant was sufficiently responded to by SNI.

Members considered Section 5 of the Formal Review Report and the response from the applicant dated 25 May 2011; and addressed each of the applicant's remaining complaints as follows:

Paragraph 2.4

Members were satisfied that 'need' was applied in a consistent manner across all applications and noted this was tested through a moderation process. Members were satisfied that 'facility need' was considered appropriately and that the content of the application was thoroughly assessed, moderated and independently reviewed.

Complaint A

Members were satisfied that both the assessing officers and Independent Reviewer had considered the scores associated with this application for a changing facility since that was the subject of the application.

Members were satisfied that the Independent Reviewer had cited golf courses as one of a number of examples of eligible playing facilities. Members were further satisfied that there was no intimation that golf courses or any other specific facility type would be or had been prioritised over the applicant's project.

Members noted that the examples of eligible projects in the 'Information and Guidance Notes' (page 10) were non-exhaustive and were referred to as "examples of eligible capital projects". They were satisfied that neither SNI officials or the Independent Reviewer acted in a cavalier attitude to eligibility; and, as such, believed that the complaint was dealt with accordingly.

Complaint B

Members upheld the response to complaint B given by the Independent Reviewer. Members noted that the substance of the complaint was adequately dealt with.

Complaint C

Members noted that the funding of changing pavilions was described in the 'Information and Guidance Notes' (page 10) as conditional on "only where none

exist on the site at present and there is a demonstrable link to increased participation". Members noted plans to build six other changing rooms on site and considered that the application had been scored appropriately in relation to the likely increase in participation resulting from the 4 changing rooms which were the subject of the application.

Members concluded that SNI officers' input and experience were relevant in assessing all the applications; and did not believe that the programme criteria were re-defined following the launch of the programme. Members noted that some applications for changing facilities had scored higher than some others for playing facilities and noted that this application had scored above many applications for playing facilities. Members noted that the substance of the complaint was adequately dealt with.

Complaint D

Members were satisfied that Coiste Chontae Thír Eoghain entered a competitive process amongst a number of other applicants, all of whom were treated fairly and consistently in accordance with the guidance and relevant criteria. They noted that the substance of the complaint in its entirety was adequately dealt with.

Complaint E

Members noted a clear link in the 'Information and Guidance Notes' between the assessment criteria "list of proposed users/programmes" (page 15) and the 'Strategic focus of the programme'; particularly the aim "to increase participation in sport for those who have not previously been engaged in sport and physical recreation" (page 5).

Members also noted the 'Information and Guidance Notes' that "It is therefore very likely that only applications that show very strong congruence to the strategic focus of the programme (Section 3) will be successful in securing an award from Sport NI" (page 6).

Members noted that criteria were not re-defined following the launch of the programme and that the Independent Reviewer did address the issue raised by the applicant. Members noted that the substance of the complaint had been adequately dealt with.

Complaint F

Members considered the use of the term 'additionality' as used by the applicant. Members concluded that the term 'additionality' is used in the eligibility criteria in relation to resources but noted that this was not the context used between SNI and the applicant in earlier correspondence.

Members concluded that the use of the term 'additionality' in recent correspondence with the applicant related to Section 3 on the 'Information and Guidance Notes' document on the strategic focus of the programme. This section referred to "increased participation in sport for those who have not previously been engaged in sport and physical recreation". Members concluded that this was the context in which the officer had recently used the term 'additionality' and not in the context of resources. They were content with this clarification and noted that the substance of the complaint was adequately dealt

with.

Complaint G

Members noted the applicant's concerns and considered some examples of how the aim "to increase participation in sport for those who have not previously been engaged in sport and physical recreation" (Information and Guidance Notes: page 5) was applied. Examples included:

1. Community Organisation – new participants to sport and physical recreation of school based activity.
2. Club/Governing Body – new section to a club for a group of participants not currently provided for e.g. new women's section.
3. School – new opportunities for extra curricular sport/physical recreation.

Members also noted that the applicant had scored comparatively highly under this criterion.

Members addressed the applicant's concerns over commencing "on site shortly" and noted that the substance of the complaint was adequately dealt with in the letter sent by SNI dated 2 June 2011.

16.4 Advocacy and Communications Update – (Agenda Item 9.9)

Members considered Paper SNI/11/107.

The Chief Executive declared an interest in Co-Operation Ireland and left the room at that point in the Event Support Programme.

Members approved the proposed support for events through the Event Support Programme and noted the recent and upcoming activities in the Advocacy and Communications Department.

Mr P Turnbull left the meeting.

Members congratulated the Belfast Marathon organisers on an outstanding event.

16.5 SNI Business Plan 2010-11 – (Agenda Item 9.10)

Members received Paper SNI/11/108 and noted the Business Plan Performance Review which highlighted SNI's Quarter 4 progress against key performance indicators for the period 2010-11.

17 **ANY OTHER BUSINESS** - (Agenda Item 14)

17.1 World Police and Fire Games

Members queried security issues and noted that this is a security issue for the PSNI. Members pointed out that at a recent international orienteering event there had been a concern about security.

17.2 Vice-President of FIFA

Members agreed that a letter be sent to Mr Jimmy Boyce on his taking the position of Vice-President of FIFA.

17.3 Staff Event

Members were informed of an event being organised for Macmillan Cancer Support. They noted Thursday 10 November when SNI staff will take part in a "Strictly Come Dancing Challenge". Further details would come in due course.

There being no further business the Chairman thanked Members for their attendance and the meeting closed.

18 **DATE OF NEXT MEETING**

Tuesday 2 August 2011.

Signed: _____

Dated: _____

House of Sport
Upper Malone Road
Belfast
BT9 5LT