

# **SPORT NORTHERN IRELAND**

## **MINUTES**

## **CONFIDENTIAL**

### Third Meeting 2010

Held on Tuesday 1 June in Tollymore National Outdoor Centre, Bryansford, Newcastle, Co Down.

### **PRESENT**

In the Chair:	D Walsh
Members:	O Brown J D'Arcy U Duncan A Money Penny B McCargo D O'Connor A Strong
Chief Executive:	E McCartan
Staff in Attendance:	N Harkness S Ogle R McDowell R McCormick E Bailey B Hamilton (Student Intern)

### 1 **APOLOGIES**

Apologies were received from Mr. M Cowan, Mr B Macaulay and Cllr J Rodgers.

### 2 **CHAIRMAN'S BUSINESS**

2.1 The Chairman welcomed Members to the first Council meeting to be held in the new Tollymore National Outdoor Centre.

He congratulated the Chief Executive and his team and, in particular, the Director of Participation and Places Unit on his vision and drive in the conception and completion of the new centre. He also congratulated the Places Committee for their commitment to the project.

Members commented that the Centre was a superb facility and the Manger, Mr Trevor Fisher, was present when the Chairman congratulated him and wished him every success. He asked that he pass those wishes to all the staff at Tollymore National Outdoor Centre which would be held up as an excellent example of outdoor sport.

2.2 The Chairman congratulated the Chief Executive on the birth of his first grandchild, a boy named Isaac.

- 2.3 The Chairman welcomed Ben Hamilton to the meeting. Ben is a student placement with Sport Northern Ireland (SNI) for one year before returning to University; and he is currently working as an Intern to the Chief Executive.
- 2.4 The Chairman asked Members to return their declaration of interest forms to the Finance Manager.
- 2.5 The Chairman informed Members that since the last meeting he had attended a meeting with the Minister. As the Vice-Chair could not attend that meeting the Chairman was accompanied by Mr D O'Connor. Members received an update on the subjects discussed at the meeting ie Camogie, Pre-Games Training Camps, Mr M Hill, World Police and Fire Games and Elite Facilities. The Chairman expressed his appreciation to the executive team for their excellent brief and confirmed that an agreed minute would be provided in due course to SNI.

Following discussion, Members agreed the importance of a legacy for Northern Ireland following the Olympic Games.

### 3 **MINUTES**

The Minutes of the Second Meeting held on 13 April 2010, having been previously circulated, were approved and signed.

### 4 **MATTERS ARISING**

- 4.1 Re 2.4 – Council Membership. The Chairman informed Members that contact had been made with the Permanent Secretary in connection with recruitment and selection of Council Members. The Chair of Audit Committee reported, that at the Audit Committee meeting earlier in the day, it had been agreed to add this matter to the Risk Register. Members tasked the Chief Executive to meet with DCAL and advise them of the implications for SNI.
- 4.2 Reference 2.6 – Protestant Community Lobby Group. Members heard that the proposed meeting with PSNI had not yet taken place but that it would be arranged as soon as possible.
- 4.3 Reference 2.7 – Camogie. Members noted that a meeting had taken place with the Permanent Secretary and that the matter had been discussed at the Audit Committee.

### 5 **CORRESPONDENCE**

#### 5.1 Ulster Provincial Boxing Council

Members noted letter dated 17 April 2010 from the Honorary Secretary which thanked SNI for the help given in connection with the planning of the Ulster Elite Championships.

#### 5.2 Department of Culture Arts and Leisure

Members noted letter dated 23 April 2010 from the Chair of the DCAL Audit and Risk Management Committee thanking SNI for hosting the recent Audit Committee Chair Workshop.

## 6 **DECLARATION OF INTERESTS**

The Chairman asked everyone individually if they had any interest to declare. The following Members declared an interest.

Mr J D'Arcy - Commonwealth Games

Dr O Brown - Countryside Recreation Northern Ireland

Mr A Money Penny – North Down Borough Council

## 7 **PARTICIPATION UNIT**

### 7.1 Participation Unit Update

Members received an overview of the work of the Participation Team in the period March 2010 – May 2010 (Paper SNI/10/108) and were alerted to key areas of work over the next three months.

Members were provided with clarification on a number of issues relating to Statistics, Disability, Paralympics, Active Communities and Activ8. Members agreed that SNI has much strength at advocacy documents and suggested that officers produce a list of current documents and provide examples of how they are being used to influence policy and practice.

### 7.2 Promoting Workplace Health Policy

Members considered Paper SNI/10/109 which provided an update on SNI's healthy workplace initiatives and sought consideration of a consultation draft of SNI's policy on promoting sport and physical activity in the workplace; and noted the intention to develop and fully consult of SNI's "Work Wellness" policy.

Members took the opportunity to congratulate Mr D O'Connor on the outstanding success of the recent Belfast Marathon which had the biggest participation in many years in 2010. It was suggested that members enter a relay team in the Belfast Marathon in 2011.

### 7.3 Delegated Decisions - Participation

Members received Paper SNI/10/110 and noted decisions taken in accordance with Council policy.

### 7.4 World Police and Fire Games (WPFG)

Members received an update (Paper SNI/10/111) and noted the progress SNI was making in delivering the Sports Work Stream of the WPFG 2013. Members also noted the progress made to establish a vehicle to deliver the World Police and Fire Games. Members heard that the Audit Committee had asked for this issue to be placed on the Risk Register citing inter-alia reputational risk.

Members also noted concerns raised by the Participation Committee and the need for Council to take a view regarding SNI's involvement after the next Stakeholder Group meeting. Members tasked the Chief Executive to raise this issue with DCAL.

## 7.5 Building Sport Programme Stage II Assessments

Members considered Paper SNI/10/112 and noted the project assessment report for St Colman's Newry. After discussion Members approved the project assessment report and the Stage II approval and agreed an award of £155,000 towards the employment of a Sports Development Officer for the new facility over a five year period.

## 7.6 Report of Delegated Decisions – Places

Members received Paper SNI/10/113 and noted actions taken in accordance with Council policy.

***Mr A Money Penny left the room.***

## 7.7 Capital Programmes and SNI Overseeing Function

Members received Paper SNI/10/114 and noted progress on various Capital Programmes run by SNI. Members heard an update on outstanding approvals and possible under-spend. They also heard an update on the Elite Facilities Programme – 50m Swimming Pool.

## 7.8 2&4 Wheels Investment

Members considered Paper SNI/10/115 on Investment in the Motorsport Programme being delivered through the 2&4 Wheel Motorsport Steering Group. Members approved the Places Committee recommendation of £2million investment to 2&4 Wheels.

## 7.9 Micro-Capital Investments 2010/11

Members considered Paper SNI/10/116 which summarised proposals for two micro-capital investment programmes. These programmes are designed to provide safety improvements at sports grounds and give access to capital investment to groups previously unable to benefit from this kind of investment.

After discussion Members approved the recommendation and Appendices 1 and 2 which outlined the two programmes.

## 8 **PERFORMANCE UNIT**

### 8.1 Investment in the Preparation Programme of the Paralympic Council of Ireland for the London 2012 Paralympics

Members considered Paper SNI/10/117 which provided an overview of the outcomes of investment by SNI in the Paralympic Council of Ireland (PCI) for the London 2012 Summer Paralympics. Approval was also sought for investment in the PCI in the 2010-2013 period.

After discussion Members approved the proposed investment in the PCI's Preparation Programme for 2012, as outlined in the paper, for the period April 2010 – March 2013, subject to any potential risks to Sport Northern Ireland being identified and managed.

## 8.2 Funding Performance Sport 2010-11

Members considered Paper SNI/10/118 which sought approval for the amendments to the Performance Sport budget for 2010/11 and the proposed process for implementing reductions in award in relation to the Investing in Performance Sport Programme.

Members approved the proposed Performance budget savings in light of the current budget restrictions and the use of the Option 1 process in determining the reductions in funding to grant recipients.

Members also approved delegated authority to SNI Performance Consultants to implement any reductions in funding under the process outlined in Option 1 in the paper.

## 8.3 Performance Sport Team Update

Members received an update on aspects of the Performance Sport Team's work over the past six months and noted key events and developments (Paper SNI/10/119).

## 8.4 Practitioner Development Programme

Members received an update on the second year of the Practitioner Development Programme 2009/10 and noted the participants on the 2010/11 programme (Paper SNI/10/120).

## 8.5 Performer Development Centres

Members received an update on the progress to date within the Performance Development Centres (PDCs) in Belfast, Cookstown and Lisburn (Paper SNI/10/121).

Members were asked to make officers aware if they wished to visit any of the centres.

## 8.6 Delegated Decisions - Performance

Members received Paper SNI/10/122 and noted decisions taken in accordance with Council policy.

## 9 **CORPORATE SERVICES UNIT**

### 9.1 Business Plan Review for Quarter Four to 31 March 2010

Members received Paper SNI/10/123 and noted the Business Plan Performance Review which highlighted SNI Quarter 4 progress against key performance indicators for the period 2009-10.

### 9.2 Disability Action Plan 2009-2012

Members considered and approved SNI's Draft disability Action Plan 2009-2012 (Paper SNI/10/124).

### 9.3 Sport Matters: Terms of Reference

Members considered Paper SNI/10/129. The Paper provided an update on Sport Matters: Strategy Monitoring Group (SMG); and an update on Sport Matters: Strategy Implementation Groups (SIGs). Draft Terms of Reference for the two groups were attached as Appendix 1 and Appendix 2.

Members discussed and approved the proposed Terms of Reference for the SMG and those for the SIGs – ie Participation , Performance and Places.

#### ***Mr J D'Arcy and Mr B McCargo left the meeting.***

At this point a Member raised an issue about insurance which had been discussed at the Audit Committee earlier. This related to advice from DCAL that there is no longer insurance for Members' liability; and that only those things that were legally required to be insured such as Employers' Liability would be covered.

Members expressed some concern at not being covered especially when decisions are taken in good faith, for example the Judicial Review, where SNI was deemed to have acted illegally.

The Chief Executive reminded Members that SNI operates within the Youth and Recreation Order of Northern Ireland and our Standing Orders and that it operates in good faith. Members were entitled to the level of comfort previously experienced. Members agreed that a letter be sent to DCAL asking what cover they were providing on Members' behalf and tasked the Chief Executive to raise the matter with the Permanent Secretary.

### 9.4 Appeals

Members considered and approved the recommendations of the Appeals Panel (Paper SNI/10/125).

### 9.5 Management Accounts for the 12-Month period to 31 March 2010

Members considered the Management Accounts for the 12-month period to 31 March 2010 and approved their submission to the Department of Culture Arts and Leisure (Paper SNI/10/126).

The Chairman congratulated the Finance Manager and her team in their controlling and maintaining of accurate accounts.

### 9.6 Exchequer and Lottery Budget 2010/2011

Members considered and approved the Exchequer and Lottery Budget 2010/2011 (Paper SNI/10/127). Members sought an update on current budget issues in relation to proposed cuts and tasked the Chief Executive to meet with the Permanent Secretary to clarify the position.

## 9.7 Banking Arrangements

Members considered Paper SNI/10/128. Members noted the transfer of banking arrangements to the Northern Bank and gave approval for the Chief Executive, Chairman and Director of Corporate Services to sign documents on behalf of the Board; and apply the Sports Council for Northern Ireland seal to all further documentation to enable the banking arrangements to be finalised eg facsimile signatures and banking on line.

## 9.8 Marketing

Members received an update on recent and upcoming activities in the Marketing and Communications Department (Paper SNI/10/107). Members noted that there were a number of events in the coming months at which representation would be required.

Members noted that an offer had been made to go to the West for a meeting.

## 10 **COMMITTEE REPORTS – FOR ADOPTION**

### 10.1 Mountain Leader Training Northern Ireland

Members adopted the Minutes of the One Hundredth Meeting held on 15 February 2010.

### 10.2 Performance Committee

Members adopted the Minutes of the Fifteenth Meeting held on 18 March 2010.

### 10.3 Places Committee

Members adopted the Minutes of the Places Committee held on 22 March 2010.

### 10.4 Participation Committee

Members adopted the Minutes of the Participation Committee held on 21 January 2010.

### 10.5 Delhi Committee

Members adopted the Minutes of the Fourteenth Meeting held on 28 January 2010 and the Fifteenth Meeting held on 15 April 2010.

Members received an update from the Chair of the Committee on work with the Commonwealth Games Council. It was agreed that athletes, coaches and managers had a much greater confidence in SNI; and SNI Members noted that some significant players in the CWG had claimed never to have been to SINI.

Members acknowledged and commended the skills of the Chair of the Delhi Committee in leading the Committee through a difficult and challenging agenda for those helping to prepared the Northern Ireland Team ahead of and at the Games n Delhi.

11 **COMMITTEE REPORTS – FOR INFORMATION**

There were no reports for information.

12 **PUBLICATIONS**

There were no publications.

13 **DATE OF NEXT MEETING**

Tuesday 3 August 2010

14 **ANY OTHER BUSINESS**

14.1 A Member referred to the fact that there are now 12 Members only on Council. Those Members are having to commit to committee meetings, events and appearances and it is becoming more of a burden to the core number who fulfil these engagements.

14.2 The Placement Student, Ben Hamilton, thanked the Chairman and Members for the facilitating his presence at the Council Meeting. He had found it be to most informative and very interesting.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

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