



SPORT NORTHERN IRELAND

Tuesday 17th May 2022

House of Sport, Belfast

09:30am – 12 (Noon)

BOARD MINUTE

Present:

George Lucas
 Jay Colville
 Gavin Boyd
 Kyle Ferguson
 Richard Bullick
 Alison Nicholl
 Denise Burns – via Zoom
 Wilma Erskine – via Zoom

In Attendance:

Antoinette McKeown, Chief Executive
 Richard Archibald, Interim Director of Sport
 Orlagh Watters, Interim Head of Sports Systems
 John Hart, Head of Policy & Innovation
 Rebecca Morgan, Chief Operating Officer
 Nicola Algie, HR Managers (For Item 11 only)
 Laura Carland, Board Secretariat

	ITEM	STATUS (For Approval, Decision or Information)	PAPER NUMBER
1	Apologies Apologies were noted from Members, Kieran Harding and Wendy Elliott.		
2	Chair's Introduction The Chair welcomed everyone to the meeting. The Chair welcomed new Board Member, Alison Nicholl and the new Chief Operating Officer, Rebecca Morgan to the organisation. In addition, the Chair extended congratulations to Richard Archibald on being successfully appointed as Director of Sport. The Chair advised Members that DecisionTime software training took place on 3rd May, following the ARAC Meeting. Members were advised that all meeting papers would be distributed and hosted via the DecisionTime platform moving forward.		
3	Register of Member's Declarations of Interest Members noted that any long standing declaration of interests remained in place. A Board Member indicated a conflict in interest in commenting on Item 9 as he was involved with the research panel during the development process.		
4	Minutes of the previous meeting The Minutes of 16 th March Board Meeting were accepted	Approved	
5	SPORT STRATEGY		
6	Managing the NLDF Balance: Policy Review RA, Director of Sport (DOS), spoke to the Managing the NLDF Balance Policy Review paper, which was tabled as read.	Approved	SNI 22 18

	<p>Members discussed the paper in relation to potential risks and capital infrastructure and opportunities to build partnerships across the sporting system. Members were advised that further refined iterations of NLDF balances would be brought to Board as investment proposals were developed but that the overall commitment of spending £32m in a more strategic and agile way was the key planning factor at this stage.</p> <p>After discussion, Members were content to approve the paper.</p>		
7	Investment Programme in the Sporting System	Approved	SNI 22 19
	<p>The Investment Programme in the Sporting System Board paper was tabled as read.</p> <p>OW, Interim Head of Sport Systems (IHSS) spoke to the paper for the information of the Board, highlighting key intended targets of investment.</p> <p>Members discussed evidence, including insight and data from Governing Bodies and discussed and noted that communication will be crucial for the roll out of any investment programme.</p> <p>After discussion, Members were content to approve the paper.</p>		
8	McBride Judgement: Review and Options	Action	SNI 22 20
	<p>The McBride Judgement paper and information summary was tabled as read.</p> <p>The CEO provided an overview of the background and context to the McBride Judgement and the protocols in place in response to date.</p> <p>Members noted that from 2019, a retrospective list, in the form of the Delegated Decisions Board Paper, has been provided to the Board for approval. Members stated that a retrospective approval approach does not facilitate disapproval or rejection of decisions.</p> <p>After much discussion, it was agreed that the key objective in addressing the implications of the McBride judgement was to ensure Sport Ni was acting lawfully.</p> <p>It was agreed that all relevant decisions would be approved in advance of payment to enable a query mechanism and the CEO would propose an efficient method of doing this without creating additional workloads for Board or staff.</p> <p>Action: ELT to propose new process for Board Approvals in line with McBride Judgement</p> <p>WErskine left the meeting.</p>		
9	All Island Physical Literacy Consensus Statement Update	Approved	SNI 22 21
	<p>The All Island Physical Literacy Consensus Statement Update Board Paper was tabled as read.</p> <p>RM left the meeting.</p> <p>OW spoke briefly to the paper and Members were content to approve the paper.</p>		
10	COVID Recovery Programme: Update		SNI 22 22
	<p>RA spoke to COVID Recovery Programme Update for the information of Members.</p> <p>Members thanked RA for the update information and the paper was tabled as read.</p>		
11	CEO Report	Approved	SNI 22 23

		Decision	
	<p>The CEO Report was tabled as read.</p> <p>The CEO provided an overview of a recent follow up meeting with the FICT Commission Chair and TEO.</p> <p>OW provided Members a brief overview of ongoing work at the PSNI to develop a PSNI Sports Strategy.</p> <p>Members were advised that following an independent review of the Conflict of Interest Policy, a paper will be brought to a future Board meeting this year proposing a revised policy.</p> <p>In respect of the Bi-Annual Assurance Statement, the CEO advised Members that whilst the CEO approves the statement, Board Members should have sight of the information.</p> <p>Members were content to note the Bi-Annual Assurance Statement.</p> <p>NA, HR Manager, joined the meeting.</p> <p>NA referred Members to the Staff Engagement Survey Report which had been circulated to Members prior to the Board Meeting and which had been held in strict confidentiality.</p> <p>NA provided context to the survey for the information of Members, stating that this survey was released following a long, protracted restructure in the midst of Covid and with staff working remotely.</p> <p>NA provided an overview of the high level findings of the report and feedback received from HeadsTogether, the survey facilitators.</p> <p>Members discussed ways in which they could better engage with staff, recognising clarity was needed in terms of the role of the Board. A quality accreditation such as IIP was also discussed.</p> <p>Members had a comprehensive discussion on the staff survey and noted that the ELT was taking forward a range of engagement with staff and union before developing an engagement plan, to be subsumed into a new Route Map, that this survey will be repeated annually and that communication was a key focus in that Route Map.</p> <p>NA and ELT members set out some of the challenges to be addressed and the training and development programme in place to support change. Members noted the ELT commitment to consistent approach to management and leadership to achieve the necessary change and to manage performance. Members also noted the opportunity to energise staff in the delivery of the Power of Sport.</p> <p>Decision: CEO and ELT to take forward planned engagement with Union and staff to develop a new Route Map for organisational development.</p> <p>NA and JH left the meeting</p>		
12	SPORT NI FINANCE AND GOVERNANCE		
13	<p>2020-21 Exchequer and Lottery Annual Report</p> <p>The 2020-21 Exchequer and Lottery Annual Report was tabled as read.</p>		SNI 22 24
14	Operations Report	Approved Action	SNI 22 25

	<p>The Operations Report and associated appendices were tabled as read.</p> <p>In respect of the Finance & Governance Update Report, the CEO spoke to the underspend last year and assured Members that new measures are being put in place to have more scrutiny on budget spend throughout the year. It was noted that agency staff numbers would be reduced significantly as the new structure beds in and Covid specific programmes come to an end.</p> <p>Members discussed Health and Safety risks and policies and procedures in place to manage this. The CEO advised that H&S issues arising from recent audits of TNOC and the Sports Institute were being addressed in the management responses to the audits as is current practice. The CEO advised that review of H&S policy and protocols would be taken forward by the Operations Manager and Chief Operating Officer when the latter is in post. The CEO advised that she wanted to ensure that the right H&S framework was in place to meet the specific needs of Sport NI across three sites rather than simply adopt one now that was not fit for purpose. The Chair requested that the H&S policy adopt the principles already set in place and the CEO assured that it would, as is the standard practice for all Sport NI policies.</p> <p>Action: A paper on Health and Safety to be presented to the next Board Meeting in August.</p> <p>The Vice Chair provided a brief overview of the recent ARAC meeting on 3rd May, with Members noting that all ARAC papers have been included with the Board Papers for Members' information. The Vice Chair advised that ARAC Members have been in attendance, as agreed, at ELT Meetings pertaining to risk, that the Risk Register is currently up to date, and that Internal Audit work is ongoing with re-adjustments made to key areas of focus in response to resourcing shortages and COVID</p> <p>In addition, the Vice Chair provided notice that an extraordinary meeting may be required in June to facilitate the approval of the Annual Accounts for 2021-22. It was also noted that due to staff absence currently, the timescale may be impacted.</p>		
15	McBride Judgement: Delegated Decisions Update	Approved	SNI 22 26
	The McBride Judgement Delegated Decisions Paper and Appendix were approved as read.		
16	Board Schedule 2022		
	Members noted that further amendments to the Board Schedule up to March 2023 will be made in due course and that Members will be kept updated for any changes.		
17	A.O.B		
	<p>Members noted the information relating to the Board Assessment of Organisational Effectiveness which included the initial report issued to Moira Doherty, Deputy Permanent Secretary, DfC, and the resulting response letter received from MD, DPM, DfC. Members noted that Board Effectiveness will be the subject of the next Board Workshop on 8th June 2022, with the intention that this formed the annual review of effectiveness report. Members were advised that that the Conflict of Interest workshop would be postponed to the Autumn.</p> <p>The Chair thanked the ELT and Staff for the work conducted on this exercise.</p> <p>The meeting concluded at 12.35pm</p>		

18	Date of next Board Meeting Wednesday 10 August at 9:30am Date of next Board Workshop Wednesday 8 June at 9.30am Date of next Board Sprint Meeting Wednesday 14 September at 9:30am		
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Signed by Sport NI Chair: *George Lucas.*

Date: 8th June 2022