



**MINUTES OF THE MEETING OF THE SPORT NI BOARD HELD ON
WEDNESDAY 16TH SEPTEMBER 2020 @ 10.00AM (VIA ZOOM MEETING)**

Present: Board members George Lucas Jay Colville Richard Bullick Wilma Erskine Kyle Ferguson Catherine O'Mullan Darryl Petticrew	In attendance: Sport NI Officials Antoinette McKeown, CEO John News, Interim Director of Participation and Facilities Peter McCabe, Interim Director of Performance Adrian Doherty, Director of Finance & Governance Gillian Gilliland, Board Secretary
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Agenda Item	Record of main discussion
1. Apologies	Apologies were noted from J Bryson and K Harding.
2. Register of Member's Declaration of Interest	<p>There were no new declarations to note.</p> <p>The Chair advised K Ferguson has just received his PHD and expressed congratulations on behalf of the Board.</p>
3. Minutes of previous meetings	<p>Members received the minutes of the meetings held on 10 June, 30 June, 7 July, 19 August and 3 September 2020.</p> <p>A member queried the 30 June minutes, item 5 where the forthcoming stakeholder consultation was discussed and it was indicated Board members would lead this consultation; however it was clarified that the Board would open the sessions and have visibility but much of the content will be delivered through presentations, videos and workshops and Board members would be welcome to play a role in these if they wished.</p> <p><i>K Ferguson joined meeting at 10.10am.</i></p> <p>A member referred to the minutes of 19 August, item 3 Vice-Chair Update on McBride Judgement and asked for accuracy purposes it should be noted "it was proposed this should be looked at in terms of mitigating risk and members agreed to bring this discussion to ARAC".</p> <p>Members approved the minutes of 10 June, 30 June, 7 July, 19 August and 3 September 2020, subject to the amendment above.</p>
4. Chair's remarks	The Chair acknowledged the work of the Executive Team and staff, as well as the Board and sub committees and thanked everyone for their effective work.
5. CEO Report	Members received paper SNI 20 42 for noting.

<p>SNI 20 42</p>	<p>A members queried whether SNI were developing a Covid staff management plan to advise should they have symptoms, manage the scenarios and a mechanism in place for staff in terms of how this would be monitored or recorded where this could impact on staffing; concerns for the organisation to quantify this and support the impact on the organisation.</p> <p>It was advised there are clear procedures in place through line managers and reporting to HR; however currently there were no issues and the organisation currently was recording the lowest sickness absence. We are cognisant of staff health and welfare and there are fortnightly HR meetings to look at Covid. We have mapped out a high level programme oversight plan so that staff are not overloaded.</p>
<p>6. Update on Safeguarding policy and practices SNI 20 43</p>	<p>Members received paper SNI 20 43 for noting.</p> <p>Members heard this paper updates on the policy and practices, how they are implemented and the audit of this area carried out in 2019/20. It was advised this was a key area to roll out within the new Corporate Plan and the climate within sports is core to us for the next number of years.</p> <p>Members queried whether clubs were asking for updating of safeguarding; it was confirmed this was ongoing through our managed contract with the Child Protection in Sport Unit, NSPCC. This is the vehicle we use for sports we invest in to ensure they have the required policies and people trained. We have converted this training into a format to do allow this to be carried out electronically.</p> <p>Members queried within funding programmes was there an element of leverage to withhold funding if safeguarding policies and practices are not in place; it was confirmed through the Effective Organisations strand of Sporting Winners and Clubs there was an expectation regarding safeguarding so we do have levers.</p> <p>Members highlighted the internal audit provided a satisfactory assurance that our systems are in place which provides confidence to the Board, however the last policy was not approved by Board. It was confirmed the plan was to review these policies and once completed these would go to the HR Committee in March 2021 and then brought to the Board for approval; this was based on current workloads.</p> <p>A member stated that in terms of culture, core values and a high performing team ensuring we have everything in place, there are some gaps. We are asking our sports to have these policies in place and we have a gap in terms of Board approval of this policy currently. The policy was approved by the Board in 2013 and reviewed by ET in 2018 but this was not brought to the Board for approval. The Chair requested given the importance of this area, this should be brought forward and presented to the 16 December Board meeting. It was advised in order to do this piece of work other areas of work will have to be deprioritised.</p> <p><i>D Petticrew left the meeting at 10.30am.</i></p>

7. Stakeholder Engagement for Corporate Plan SNI 20 44	<p>Members received paper SNI 20 44 for noting.</p> <p>Members noted the document in terms of the Corporate Plan, timeline, EQIA and public consultation plans moving forward.</p>
8. Covid-19 Communications Crisis Response Update SNI 20 45	<p>Members received paper SNI 20 45 for noting.</p> <p>Members noted the update on ongoing work including return to sport, safeguarding and the business continuity plan.</p> <p>The Chair stated this reflected a lot of great work being carried out.</p>
9. Communications Report SNI 20 46	<p>Members received paper SNI 20 46 for noting.</p>
10. Rolling Board Business 2020/21 SNI 20 47	<p>Members received paper SNI 20 47 for noting.</p> <p>The Chair thanked the Board Secretariat for this plan which clarified a lot of areas for members.</p>
11. EBA 2020 (Opportunities) Year 4 (2019-20) update SNI 20 48	<p>Members received paper SNI 20 48 for noting.</p> <p>Members noted the update on year 4 in terms of lessons learned and agreed the dashboard set this out very clearly.</p>
12. Removal of organisations from UK Recognition list SNI 20 49	<p>Members received paper SNI 20 49 for approval.</p> <p>The Board approved the recommendations contained within the paper.</p>
13. Recognition of Padel Tennis SNI 20 50	<p>Members received paper SNI 20 50 for approval.</p> <p>The Board approved the recommendations contained within the paper.</p>
14. Sporting Winners Year 3 end stage report SNI 20 51	<p>Members received paper SNI 20 51 for noting.</p> <p>Members agreed the reports on EBA, SW and SC were very clear and agreed the level of new coaches was fantastic to retain these and reducing de-commitments. Members queried how this evidence could be used to set targets going forward.</p> <p>Members heard initially targets were not set correctly and we have been looking at what we can learn from these programmes. Sports are falling into categories of those who can set realistic targets and we can see these limits. Some sports are better about setting targets further into the future. Those who have better costed plans are performing better; there is a risk with those unable</p>

	<p>to set realistic targets and we need to keep in touch with those sports. There is a lot of management with some sports.</p> <p>Members highlighted two sports (triathlon and judo) receiving money via SW where athletes had retired and queried how this can be managed this in the future. It was advised there is a risk where there is small athlete base and this drops significantly in the next cycle, unless there is a stronger pool at performance level results will drop. Members agreed it was reassuring to hear about the intelligence we have on the sports, hopefully there would be no surprises in the future and we can continue to invest in high level success.</p> <p>Members noted a lot of athletes retired at end of the last cycle but we are starting to see some new athletes coming through and it was hoped this would continue into the future.</p> <p>It was highlighted in terms of the EBA/SC/SW year end reports all being presented at this meeting provided an opportunity to have a holistic view of what is happening in performance and participation and the lessons learned.</p> <p>Members thanked staff for the detail and agreed this should be promoted further.</p>
15. Sporting Clubs Year 3 end stage report SNI 20 52	Members received paper SNI 20 52 for noting.
16. Action Plan resultant from Clubs Survey follow through SNI 20 53	<p>Members received paper SNI 20 53 for noting.</p> <p>Members noted there were key action areas of work coming out of the survey and we will be engaging with sports collectively and individually in the next implementation stage of the Corporate Plan.</p> <p>Members queried the robustness of the figures and it was advised we have some data at the minute made up from what has been collected from sports, some sports are better than others at providing this data. In our interaction with sports we ask them to make these data sets more robust.</p>
17. Audit and Risk Assurance Committee Report	<p>The Vice Chair advised he has reviewed the draft ARAC minutes of the meeting on 7 September but these have not been shared with the Board yet.</p> <p>McBride judgment – the Vice Chair reported on the meeting with DfC on 15 September which was very positive. It had been highlighted the DSO represented DfC so we may have to get our own legal advice. It had been agreed we need to show some intent of mitigating risk. DfC advised there is a paper on progress for legislative changes with the Minister and this provides some comfort. The Vice Chair advised for a period of one quarter the ET would bring 12 months of ET and Board approvals to allow us to track this list to the approval, hopefully this would be a 10 minute job at each Board meeting; we need to try this for 3 months to mitigate the risk.</p>

	<p>The Vice Chair confirmed DfC have this as a very low risk and they see our systems as robust which is comforting. McBride is progressing as well as it can be and with this additional element on exchequer decisions we will demonstrate we are not taking this lightly. The Board agreed this action as a normal agenda item. Members note the McBride Judgment was on the Risk Register and this would be added as a mitigating action.</p> <p>Members heard ARAC had received a deep dive on procurement and good progress was being made.</p> <p>Internal Audi have commenced more elements of their plan.</p> <p>Members heard ARAC had Reviewed the BIASS, one item had been noted on business planning and all processes were in place. The BIASS was strong in the view of ARAC.</p> <p>The Vice Chair advised one of the main items from ARAC was the NLDF paper which will be discussed on today's agenda.</p> <p>The Vice Chair advised he had been provide with new Covid guidance for ARAC members which would be built into the processes and policies of ARAC. ARAC will be looking at how we can give comfort on quick decisions, how we are engaged, maintaining the pace of governance and decisions.</p> <p>In terms of account the NIAO advised the 2019/20 position is the same as the last ARAC meeting and it was hoped the NIAO will bring us in line to regularise the accounts. In terms of lottery accounts, we will have to trust the NIAO for their continual engagement with the NAO.</p> <p>The Vice Chair confirmed it had been a positive ARAC meeting. The Chair thanked the Vice Chair and stated there was good work coming out of ARAC.</p> <p><i>W Erskine left the meeting at 10.30am (due to connection issues).</i></p>
18. Finance & Governance Report SNI 20 54	<p>Members received paper SNI 20 54 for noting.</p> <p>The Board were asked to note the BIASS to allow this to be submitted to DfC. It was highlighted in terms of the October Monitoring round and key financial decisions there was not enough time for the ET to bring a paper to the Board due to the short turnaround time to get this back to DfC.</p> <p>Members noted the BIASS and October Monitoring round detail.</p>
19. NLDF SNI 20 55	<p>Members received paper SNI 20 55 for noting.</p> <p>A member queried the detail on the high performance centre in terms of costs, time and risks. Members were advised there had been no progress in this area due to Covid; a number of internal meetings had been held, a Project Board has been established and is due to meet for the first time soon having been delayed due to Covid 19 priorities. The SNI Business Plan 2020-21 objective in this regard (part of the Infrastructure) is flagged as 'Red' in the Q1 Business Plan Update. Members were further advised the focus between now and the</p>

	<p>end of March was the additional £2m spend and there was no additional resource. Members were advised if there was any update this would be brought to the Board.</p> <p>A member requested the Board have sight of the TOR of the High Performance Centre development.</p> <p>The Vice Chair agreed this (NLDF paper) was a really good document for the Board to understand the background of the big picture spend we are committing to and has informed ARAC on the monetary risk; in terms of budgets going forward we need to be prepared and it was hoped all this work could be achieved.</p> <p><i>C O'Mullan left the meeting at 11.00am.</i> <i>D Petticrew joined the meeting at 11.00am.</i></p>
20. AOB	<p>There was no further business to discuss.</p> <p>The Chair asked if members were content with the meeting and everyone agreed. The Chair agreed the meeting had been managed efficiently and asked if members had any areas to improve meetings to feed these through.</p> <p>A members advised they would follow up on clarification of email queries from last night.</p>
21. Date of next meeting	<p>Wednesday 21st October at 9.15-11.15am</p> <p>The meeting closed at 11.00am.</p>

George Lucas.

Approved by:
Sport NI Chair

Date: 21 October 2020