



BOARD MEETING
Wednesday 14th June 2023
House of Sport, Belfast at 9.30am

BOARD MINUTE

Present

George Lucas
 Kyle Ferguson
 Gavin Boyd
 Wendy Elliott
 Alison Nicholl
 Richard Bullick

In Attendance

Antoinette McKeown, CEO
 Rebecca Morgan, COO
 Richard Archibald, Director of Sport
 Orlagh Watters, Interim Head of Sports Systems
 John Hart, Head of Policy and Innovation
 Laura Carland, Board Secretariat

	ITEM	STATUS
1	Apologies Apologies were received from Denise Burns, Kieran Harding and Jay Colville.	
2	Declaration of Conflicts of Interest None	
3	Minutes of the previous meeting 17th May 2023 The minutes of the previous meeting (17 th May 2023) were accepted. Approval: Minutes of the previous meeting (17th May 2023) were accepted.	Approval: Minutes of the previous meeting (17th May 2023) were accepted.
4	Matters Arising Members were advised that due to the need to review and approve Annual Exchequer Accounts 2022-23, an Exceptional ARAC Meeting and Board Meeting has been scheduled for 19 th June 2023 at 5pm and 6pm respectively, via Zoom.	
5	Chair's Briefing The Chair welcomed everyone to the meeting and welcomed the CEO back from a period of extended leave. The Chair thanked the COO and Director of Sport for providing cover support during the CEO's absence. The Chair, Vice Chair and Member, GB met the Permanent Secretary, Deputy Secretary and KH, DfC at DfC's request. Members noted that DfC representatives set out their views on the performance of Sport NI in the areas of Governance, Financial Management and Delivery and that the organisation had been regarded as a risk by the DfC Audit Committee. Members noted that after discussion, it was agreed that DfC will commission a Strategic Review of the identified issues, to plot out and support a sustainable platform for the organisation. The Chair advised that he continues to engage with the home countries' Chair's Forum with a view to sharing good practice and improving collaboration. The Chair stated that to improve on performance management, the NIAO Good Practice Guide should be reviewed to help inform and support roles and responsibilities; in conjunction with personal learning, accountability and the values of the organisation. The Chair advised that he recently met with the new Sport Ireland Chair, John Foley, on 7 th June, to make contact and exchange ideas on areas of mutual interest.	

	<p>Members were advised that a letter was recently received from Trevor Pearce, UK Anti-Doping, which commented on the success of Clean Sport Week and recognised the contribution to the work from Sport NI. It was noted that particular thanks were paid to the CEO, Board Member Kieran Harding and Wendy Henderson.</p> <p>In addition, the Chair advised Members that the Director of Sport, Richard Archibald, was recently inducted into the new Queen's University Sporting Hall of Fame; one of 11 sporting heroes from the past seven decades to be honoured for their achievements.</p> <p>Member, KF, left the meeting.</p>	
6	ELT Items By Exception	
6.1	Budgets 2023/24	
	<p>The COO provided an overview of the budget information and shared budget proposals for 2023-24 year the information of Members, via PowerPoint presentation.</p> <p>The COO provided an overview of the 23/24 budget allocation from DfC, the proposed internal budget allocation for Lottery and Exchequer funding and an update on 22/23 year end resource consumption and draft final outturn. Members noted that DfC colleagues have been fully briefed on the projections and caveated figures throughout the duration of the budget reporting process.</p> <p>Members discussed the complexities and impact the treatment of Lottery funding had on end of year projections. Members noted control measures in place to help project estimated income figures throughout the financial year and minimise any significant changes or delays to the year reported position moving forward.</p> <p>Members were advised that budget holders will be managing their respective budgets and timescales by allocating funding by a 'must deliver', 'should deliver' and 'desirable' approach.</p> <p>Members were advised that the current revised budget allocation consists of approx. £10.24m in DfC allocated funding of which approx. £1.446 consists of capital funding. Members were provided with an overview of Exchequer investment by identified priorities and the projected budget when compared with the allocated budget from DfC. Members noted the projected expenditure versus income and the COO spoke to the budget information in greater detail. The COO provided an overview of the breakdown in budget categories; noting the impact of salary costs and grant funding. The COO spoke to how the organisation intends to utilise funding, the risks associated with what can and cannot be delivered and ELT proposals for said budget. Members were advised that the Investment paper, included with the papers for the meeting, would provide a more detailed overview of the capital allocation from DfC and proposals for maintaining 22/23 levels Exchequer grants funding. Members were referred to the proposed funding amounts within the paper for Board review. In addition, the COO advised how technical transfers of surplus funding from other departments to Sport NI will be managed to ensure it is appropriately utilised. It was noted that Sport NI will be taking a stronger stance on the receipt of technical transfers to help to ensure that funding is appropriately reconciled within the Sport NI budget.</p> <p>Members thanked the COO for the detailed presentation and for the level of clarity this information provided. It was noted that a copy of the presentation would be made available on the DecisionTime platform.</p> <p>Members discussed the how grants funding is managed, the terms and conditions set out for funding offers in Letters of Offer and how funding is captured within the budget commitment figures.</p> <p>Members discussed governance and ongoing challenges in Finance as a result of resourcing and finance system implementation. The COO provided an update on Finance resourcing.</p> <p>Members suggested that future budgetary reporting be kept at the same level of detail as the presentation, with further detail provided within the appendices.</p> <p>The COO resumed the presentation; providing an overview of proposed allocation of 23/24 Lottery budget and projected Lottery income for 2023-24.</p>	<p>Approval: Members were content to approve the Exchequer and Lottery Budgets for 2023-24, subject to CEO approval.</p>

	<p>Member, KF, re-joined the meeting.</p> <p>After a detailed discussion, Members were content to approve the Exchequer and Lottery Budgets for 2023-24, subject to CEO approval. It was noted that should changes be identified after CEO review, the revised budgets will be brought to the Board for approval. Approval: Members were content to approve the Exchequer and Lottery Budgets for 2023-24, subject to CEO approval.</p> <p>Members were referred to the Budgets 2023-24 Investment paper. The Interim Head of Sports Systems and Director of Sport spoke to the paper for the information of Members which included an overview of Exchequer and Lottery investment planned for the sector with sustainability in mind.</p> <p>Members discussed the paper. Members discussed the plans to target inactive communities, how these communities are identified and how, through engagement with local authorities, resources, funding and support can appropriately address participation barriers.</p>	
6.2	<p><i>Deviation from current Risk Management Policy</i></p> <p>Members were referred to the 'Deviation from the current Risk Management Policy' paper. The COO provided an overview of the paper for the information of Members which included the risks and challenges posed and the rationale for the approach. The COO advised the paper and proposed approach had been in development for some time, following a direction from the CEO tasking ELT to improve and streamline internal processes. The CEO confirmed that she had oversight of the proposed approach and supported a deviation from current Risk Management policy.</p> <p>Members discussed the paper.</p> <p>After discussion, Members were content to approve the paper. . Approval: Members approved the Deviation from current Risk Management policy paper</p>	<p>Approval: Members approved the Deviation from current Risk Management policy paper</p>
7	<p><i>Women in Sport Update By Exception</i></p> <p>Members were advised that an internal staff session was recently held on the issues affecting Women in Sport which included the development of an internal action plan, a high level review of the existing barriers impacting on participation levels and an agreement to hold a further session.</p> <p>Members were advised of a recent issue reported by the media relating to accusations of domestic violence involving a major sport within the sector. Members noted that Sport NI was approached for comment. Members noted the CEO was scheduled to meet with the sport in question. Members noted the CEO's ongoing involvement with the 'Ending Violence Against Women and Girls' project.</p> <p>In addition, Members were advised of ongoing Leadership programmes with local authorities and all-island Women in Sport performance collaborative projects.</p> <p>Members discussed the issues and barriers affecting women in sport, the ongoing work at community level and the current engagement levels with clubs and key partners. Members discussed the practical actions that could be taken including funding to support development roles, the impact of leaders in sport and club development.</p> <p>It was suggested that 'Club Development' could potentially be added to the Board Agenda for items by exception. The CEO welcomed the depth of discussion and input from Board members. The CEO stated that the ELT will require space to implement this work at a strategic level, as per the direction of the Corporate Plan, and to continue engagement with local authorities and clubs. It was noted that the Board will be updated as this work progresses as per the normal reporting processes.</p> <p>Members discussed the Sport Ireland Coaching Academy, the importance of appropriate levels of female representation at administrative and Board level, the need for better coherence between local authorities, clubs and key partners and there was also an appreciation of the diversity of capacity and resources across the clubs' landscape.</p>	
8	<p><i>AOB</i></p>	

	Nothing by exception The Chair asked if those in attendance felt this was a good meeting and all agreed. The Chair asked that if Members or ELT had ideas for improvement to contact the Chair directly. The Chair thanked everyone for their contribution.	
9	Date of next meeting The next Board Meeting is scheduled to take place on 19 th June 2023 at 6pm via Zoom.	

Signed by Sport NI Chair: *George Lucas.*

Date: 19th June 2023