



BOARD MEETING
Monday 19th June 2023
6pm via Zoom

BOARD MINUTE

Present

George Lucas
 Denise Burns
 Gavin Boyd
 Richard Bullick
 Alison Nicholl
 Jay Colville

In Attendance

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

	ITEM	STATUS
1	Apologies Apologies were received from Kyle Ferguson, Wendy Elliott and Kieran Harding	
2	Declaration of Conflicts of Interest There were no declarations of conflicts of interest made. The COO requested that all Members review their respective Declarations of Interest within the Annual Report 2022-23 to ensure that all declarations are up to date and captured appropriately. Action: Members to review their individual Declarations of Interest within the Annual Report 2022-23 to ensure that all declarations are up to date and captured appropriately JC left the meeting at 18:05pm	Action: Members to review their individual Declarations of Interest within the Annual Report 2022-23 to ensure that all declarations are up to date and captured appropriately
3	Matters Arising None	
4	Chair's Briefing JC re-joined the meeting at 18:06pm The Chair invited the Vice Chair to provide an overview of the ARAC Meeting (19/06/2023), in his capacity as Chair of ARAC. The Vice Chair provided an overview of the ARAC Meeting held prior to the Board Meeting via Zoom, for the information of Members. The Vice Chair advised Members that ARAC received an update on the recent meeting with the Permanent Secretary, Deputy Permanent Secretary, DfC, KH, the Chair, Vice Chair and Member, GB, which was held on 23/05/23. The Vice Chair advised that following discussions during ARAC (19/06/2023), the CEO requested a more detailed briefing on the discussions and issues raised during the meeting with DfC (23/05/23) to ensure that the CEO and ELT can respond appropriately and in full. It was noted that this meeting would be discussed during the scheduled meeting of the Chair, Vice Chair, CEO and COO on 22/06/2023. The Vice Chair advised that ARAC approved proposals that the Draft Exchequer Accounts 2022-23 and Draft Annual Report be submitted to the Board meeting to approve the submission to NIAO for review. Members were advised an update was provided from RSM, ARAC were informed that a 'Satisfactory' grading was received for the organisation, which recognised the work undertaken by the organisation during the year. The Vice Chair advised that the Bi-Annual Assurance statement was discussed by ARAC and whilst further discussion may be required, the document is with the CEO to review and approve.	Action: COO to liaise with Declarations of Interest Team to ensure all Board declarations are up to date within the Annual Report

	<p>In addition, the Vice Chair advised that the COO proposed the creation of a Sub-Committee of ARAC to facilitate the review and approval of the outstanding 2015-16 Lottery Accounts at short notice, in order to maintain the current pace of progression of this work. The Vice Chair advised that this proposal was supported and agreed.</p> <p>A Member stated that during the ARAC meeting, they advised that their current Declarations of Interest do not appear to be fully reflected within the Draft Annual Report 2022-23. Members noted the need to review their respective Declarations of Conflicts of Interests within the report, as requested by the COO earlier in the meeting. It was agreed that the COO would liaise with the Declarations of Interest team, within the Finance Team, to ensure all Board declarations are relevant, up to date and declared in full.</p> <p>Action: COO to liaise with Declarations of Interest Team to ensure all Board declarations are up to date within the Annual Report.</p>	
5	Draft Exchequer Accounts 2022-23	
5.1	<i>Draft Exchequer Accounts 2022-23</i>	
	<p>The Draft Exchequer Accounts 2022-23 were tabled as read.</p> <p>Members were content to approve that the Draft Exchequer Accounts 2022-23 be submitted to the NIAO for review.</p> <p>Approval: Members were content to approve that the Draft Exchequer Accounts 2022-23 be submitted to the NIAO for review</p>	<p>Approval: Members were content to approve that the Draft Exchequer Accounts 2022-23 be submitted to the NIAO for review</p>
5.2	<i>Draft Exchequer Annual Report 2022-23</i>	
	<p>The Draft Exchequer Annual Report 2022-23 was tabled as read.</p> <p>Members were content to approve that the Draft Exchequer Annual Report 2022-23 be submitted to the NIAO for review.</p> <p>Approval: Members were content to approve that the Draft Exchequer Annual Report 2022-23 be submitted to the NIAO for review</p>	<p>Approval: Members were content to approve that the Draft Exchequer Annual Report 2022-23 be submitted to the NIAO for review</p>
5.3	<i>RSM Internal Update</i>	
	(i) <i>RSM Annual Report 2022-23</i>	
	(ii) <i>RSM Internal Audit Report Follow Up</i>	
	<p>The RSM Annual Report Follow Up and RSM Annual Report 2022-23 was tabled as read. Members noted that the ELT will work with RSM to determine areas to be audited during the financial year before September 2023.</p>	
6	Draft Bi-Annual Assurance Statement	
	<p>Members were advised that the CEO intends to review the Bi-Annual Assurance Statement before submission. Members noted that there was a difference of view expressed during the ARAC Meeting related to recent discussions with DfC colleagues, the interpretation of this information and statement ownership and the CEO intends to reflect on said discussion.</p>	
7	Governance Action Plan	
	<p>The Governance Action Plan was taken as read.</p> <p>Members discussed the Governance Action Plan; including the process of the transition of gradings from 'Red' to 'Green'. Members noted that work such as the Lottery Accounts timelines will impact the overall timeline of the Governance Action Plan, but the intention is to eventually close down the plan and progress any outstanding items to 'business as usual' work.</p> <p>Members recognised that at this stage, as there is no clear understanding regarding the terms of forthcoming DfC actioned Strategic Review exercise, this may affect the ability of the organisation to progress towards 'Green' status until the Terms of Reference of the Strategy Review is received. Members noted that the CEO is concerned that the DfC Audit Committee (DARAC) may not have a full understanding of the context and progress made against the Governance Action Plan to date but it is hoped that with further clarity regarding the Strategic Review, any perceptions, concerns or issues can be addressed.</p>	
8	AOB	
	None	

9	Date of next meeting	
	<p>Members noted that an Exceptional Board Meeting could be scheduled to review and approve Annual Lottery Accounts to coincide with the next ARAC Meeting on 24th July 2023, however, Members were advised that the need for this date would be confirmed in due course.</p> <p>The next scheduled Board Meeting will take place on 9th August 2023.</p>	

Signed by Sport NI Chair: *George Lucas.*

Date: 20th July 2023