



Minutes of the 101st Meeting of the Ulster Hockey Management Board, held on 21st August 2018 at 7.00pm in the Ulster Hockey Office.

Present: Billy Pollock (BP), Peter Kelly (PK), Gareth Herron (GH), Iain Kelly (IK), Mervyn Logan (ML), Ann Rosa (AR), Jonny Rose (JR) Rory Capper (RC), Chris McCandless (CMcC), Lyn Mills (LM).

In Attendance: Adare Brady (AB), President UH, Terry Templeton (TT) Vice President UH, Jill Poots (JP) Executive Manager.

Item	Comments	Decision/Action Taken
Chairperson's Opening Remarks	BP welcomed all to the meeting and introduced Rory Capper who was attending his first Management Board meeting.	
Marsh Insurance Presentation	<p>BP introduced David Abrahams from Marsh Ltd who had agreed to attend the meeting to highlight some of the risks and responsibilities relevant to the Board. Within his presentation David outlined the responsibilities of Board members in the context of an un-incorporated organisation, incorporated body and a charity. He focused on current and potential areas of liability for Ulster Hockey and the controls, including insurance cover that the organisation already has or should consider putting in place. The presentation also considered cover for clubs, umpires and coaches within the sport.</p> <p>Following the presentation, Board members asked a number of questions in relation to club insurance, umpires cover, the potential to explore personal accident cover for Ulster squad members. It was agreed that the MLR clubs' insurance policy wording would be sourced to clarify what was covered under the policy.</p> <p>BP thanked David for attending the meeting and providing considerable food for thought for the Board in relation to the management of risk. It had been agreed at a previous meeting that a FAQ on insurance would be helpful in order to clarify for schools, clubs, umpires and coaches the types of cover that was in place for Ulster Hockey and what cover they should consider having in place to manage both personal and organisational risks. It was agreed to include some of the messages delivered in the presentation within the FAQ document.</p>	<p>PK to source the policy wording for the UH Clubs' insurance scheme provided through MLR.</p> <p>JP to finalise a FAQ document for the UH website.</p>
Conflict of Interest	GH, AB, TT and ML advised that there would potentially be a conflict of interest if Umpires Mileage was to be discussed.	



President's Report	The President advised that it had been a quiet couple of months. She thanked the Vice President for attending the reception for the Ireland Women's Hockey Team 9 th August and speaking on her behalf.	
Minutes of the June Board Meeting	The draft minutes of the June Board meeting were ratified unanimously as a true reflection of the meeting and signed by BP.	
Matters Arising	<p>The Chair congratulated the Ireland Women's Hockey team on the great achievement of winning a Silver Medal at the World Cup. Congratulations were also expressed to the Ireland Women's O50 team which won a gold medal at the World Cup.</p> <p>It was noted that the Competitions rules contained comprehensive guidance and that this would be shared with both the Boys and Girls Schools Committees.</p> <p>It was agreed that any other matters arising would be covered in the meeting agenda.</p>	AR to share the Guidance on managing Shoot outs with the two Schools' Committees
Standing Committee Reports	<p><u>Finance</u></p> <p>ML reported that the Finance Committee had met on 7th August 2018. The financial reports had been sent to the Board members in advance of the meeting.</p> <p>The Treasurer reported that £30k under debtors should be moved to the PNL. He reiterated to the Board that as grants were reducing Ulster Hockey would increasingly have to look at ways to make savings and generate income from other sources. Currently a loss of £15k in the year had been budgeted for, however ways to reduce this potential deficit during the year were being explored.</p> <p>The Treasurer reported that the Finance Committee had formally noted congratulations to the Irish Women's Hockey Team on their wonderful Silver Medals in the World Cup. It was agreed that the Finance Committee would look favourably on any request from the Board to recognise the Ulster players' efforts. In discussing this matter the Board agreed to provide a financial award to the players of £250, in recognition of their achievement and the personal costs associated with playing at such a high level.</p> <p>The Treasurer advised that an invoice for £576 for the hire of the pitches for the John Waring Tournament had been unexpectedly received. A reminder had been sent to the Boys Schools' Committee about the procedures to be followed when booking pitches along with a request to review the costings of the Hockey Ireland tournament.</p>	JP to progress awards to the players concerned

pitches along with a request to review the costings of the Hockey Ireland tournament.

The Treasurer advised that the Finance Committee had reviewed the proposal to increase Umpire mileage expenses and had agreed to recommend to the Board an increase from 20p per mile to 25p per mile for the coming season. It had been proposed that this could be reviewed again for the 2019/2020 season, however there was no commitment to a further increase.

The Chair noted that the Umpires Committee had already considered the proposal, even though it had been proposed for Board consideration, and had determined that it was not sufficient of an increase. GH confirmed that the Umpires Committee had discussed the proposal, taking into consideration a number of issues:

- The desire to align with the IHUA;
- The need to attract younger people into umpiring;
- The lack of an increase in 10 years;
- Clubs paying umpires a higher rate than Ulster Hockey;
- Umpires generating income for Ulster Hockey.

The Chair advised that it was not the remit of Ulster Hockey to align the Umpires expenses with those of the IHUA - such an increase was not affordable. Following discussion it was proposed that the level of expenses should be increased from the original proposed rate of 25p to 26p mile which was in line with inflation (over the last 10m years). This was agreed unanimously, with those with a declared conflict of interest not voting.

Umpires

GH advised that that all clubs aside from Banbridge LHC had paid their fines to Ulster Hockey for not meeting the percentage availability target as agreed by the Board. It was agreed that Ulster Hockey would remind Banbridge LHC and that a final deadline for payment would be set as before the first league match of the 2018/19 season.

The Umpires Committee proposed that the 80% compliance target and the same scale of penalties would be applied for the 2018-19 season:

- 80% + Complied
- 70-79% a fine up to £100
- 60-69% a fine up to £200
- 40-59% a fine up to £300
- 20-39% a fine up to £400
- 01-19% a fine up to £500
- 0% a fine up to £1,000



The Umpires Committee was aware that Ulster Hockey was going to establish a Men's Intermediate league for 2018-19. Following discussion and consideration of the relevant rules it was agreed that as the Intermediate League was not a Senior Hockey league the Umpire compliance rule should not be applied in 2018/19. Whilst the rule would be applied to the Women's Senior 1 League it was considered that the Men's Intermediate league aimed to nurture the clubs coming back from junior hockey and it would not be sensible to apply the full commitments of senior hockey to these clubs at this time. GH advised that it was intended to provide appointed umpires for this league, where possible.

The Board approved the appointment of Richard McNabb as Secretary of the Umpires Committee.

Schools

AR reported that the Competition Rules for Girls had been sent in to Ulster Hockey; the Boys' Committee had been reminded to forward their rules for consideration.

The Schools' Committee was next due to meet in early October.

AR advised that the issue of double affiliation by Schools had been raised once again. UH is the only sporting association that charges co-educational Schools twice for affiliation. JP to raise this concern with Hockey Ireland as this approach is adopted at both a provincial and national level.

Competitions

IK reported that the Competitions Committee was still trying to finalise the Men's Leagues. Time had been spent responding to a request from Banbridge Hockey Club to enter a team into the Premier League and approaches had been made to a couple of clubs to play in the Intermediate League rather than the Premier League in 2018/19. It was proposed to run a Premier League and Intermediate League for 1st XI Mens teams and depending on numbers in the Premier League there may be a split after the first round of fixtures as in 2017/18.

It was intended that the Kirk Cup would be an 18 team competition and would be played in the November period. Teams in the Intermediate League would play in the Linden and Sussex Regiment Cups.

The Board Members commented on and approved the Competition Rules for the 2018/19 season, noting that a few minor amendments still had to be confirmed. Wording for Rule 5 (b)(i) had been amended and sent to Ulster Hockey solicitors for



consideration.

It was noted that 6 clubs had not submitted affiliation forms within the timescale outlined in the Rules. It was reported that the Competitions Committee had agreed to fine all clubs that did not have their affiliation form in by the deadline of 31 May.

Coaching

CMcC advised that the Coaching Committee had started to review the Terms of Reference for the Committee in light of the forthcoming incorporation of Ulster Hockey. It was also noted that Scott McNeill had been very helpful in meeting with the Committee and had provided some ideas for more impactful CPD of coaches.

CMcC sought the opinion of the Board in relation to coaches being brought into Ulster Squad programmes that had not been authorised by the Committee or the Ulster Hockey Talent Coach; this had recently occurred with one of the Ulster squads. The Board agreed that no coach should be working with any Ulster Squad without the approval of the Coaching Committee and/or Ulster Talent Coach. It was noted that coaches are being identified and developed through involvement in the Ulster Hockey talent programmes and that Ulster Squad coaches should be recruited through this pathway.

CMcC advised that the Ulster U16 Squad Coach had arranged to take the squad to Let's Go Hydro at Knockbracken on Sunday. Whilst all were supportive of the intent behind the team bonding session there was some concern expressed about Ulster Hockey's insurance cover for such activities. It was agreed that Ulster Hockey would write to parents to advise that participation in activities at Let's Go Hydro was at the discretion of parents.

CMcC advised that following the Interprovincial tournaments the Committee would review the underage programmes with the coaches and managers who had been involved and consider any improvements/changes for 2018/19.

On behalf of the Coaching Committee CMcC expressed congratulations to Gareth Grundie, Arlene Boyles and Shirley McCay who had worked with the Coaching Committee over the past year and had been part of the Irish Women's Team's success in coaching, managerial and playing roles.

Disciplinary Sub-Committee

No report received.



<p>Executive Manager Report</p>	<p>Report received and read.</p> <p>JP gave a detailed account of the work of the Executive team since the June Management Board Meeting. Some of the key points from the report are:</p> <p>Office and Hockey Operations - work has focused on populating the new website which will hopefully go live before the end of August, working with Teamwear Ireland in relation to Ulster squad, staff and umpires kit as well as the online shop. Details of clubs have updated for new season and work has been undertaken for the UK School Games and Interpros in September.</p> <p>A conference call was held with Hockey Ireland and the 3 other provinces on the new Hockey Ireland Membership system. It was agreed that Leinster would start to populate the system at the end of September using its Player Registration information. The level of information required still needs to be agreed. Information can be exported from and Excel Spreadsheet.</p> <p>Financial Position - the Sport NI Active Clubs Programme was due to finish on 31st October 2018 with funding for one of the Active Clubs Co-ordinators due to conclude at that time. Ulster Hockey had submitted a change request to Sport NI to utilise funding that had been allocated for programme costs, training and travel to cover the employment costs of one of the Active Clubs Co-ordinators up until 31st March 2019. Ulster Hockey had also agreed to increase the targets that would be achieved for the Programme, should the post be extended. The request has been accepted by Sport NI. It is also intended to submit a change request to Sport NI to alter some of the allocations within the Sporting Clubs Programme, to ensure maximum use of the funding available.</p> <p>With the success of the Ireland Women's team at the Women's World Cup, it is intended to approach Sport NI and/or the Department for Communities to discuss ways to build on this success and the heightened interest in the sport.</p> <p>An Ulster Hockey commercial plan has to be developed by 30th September as one of the conditions of Sport NI funding. It was agreed that LM would work with the Executive Manager in the development of the plan.</p> <p>An agreement was reached with Gumshields2Go that they would attend the Summer Camps and provide the opportunity for camp participants to be fitted for Gumshields. Uptake across the camps</p>	
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has been mixed, however Ulster Hockey will receive 5% from every gumshield purchased during the camps.

Following the success of the Ireland women's team letters and our sponsorship document are being sent to a range of companies seeking sponsorship of various aspects of Ulster Hockey's work.

Ulster Hockey is currently putting together an expression of interest form to ascertain interest in hosting Ulster Hockey events during the season, in particular cup finals. The aim is to get an indication of costings, try to ensure a spread of venues used as well as to ascertain what venues are keen to work with us to host our events.

Policies and Procedures - the Operational Plan for 2018/19 was approved by the board.

The Board considered and approved the following policies:

- Athlete Financial Support Policy;
- Whistleblowing policy;
- Data Protection Policy for staff

Work has started on a representation guidance document which provides clear information to players about their choice of representing GB or Ireland at Hockey. A draft has been sent to Hockey Ireland for consideration and it is proposed that the document is finalised by September 2018 in line with Sport NI conditions of funding.

The EM reported that currently a review is taking place of the employment handbook and a number of policies have been revised. It is proposed to present the Handbook to the Board for approval in September/October 2018.

The Ulster Hockey Safeguarding Officer and Executive Manager met with the Safeguarding Officer in Hockey Ireland to share information on current issues and ways of working. It has been agreed to work closely together in future to ensure that we are up to date with Safeguarding responsibilities.

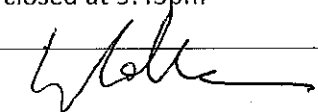
PR and Marketing - Ulster Hockey presented old kit to Charlene's Project and Youth Sport Uganda with both organisations expressing considerable gratitude for the donation.

Summary of work of staff in July/August -

- A total of 22 participation and talent summer camps have taken place over July and August with over 700 participants.



	<ul style="list-style-type: none"> Funding has been secured from Mid Ulster Council to appoint a part-time coach in the Mid Ulster area to coach in school and community settings from September 2018 to March 2019. A total 236 people have attended 13 Ulster Hockey courses and workshops over the past 3months. 14 courses are planned in September covering Coaching, Teachers, Young Umpires, Club Leaders and Safeguarding. Ulster Hockey has accepted an offer to work with Sported in relation to the Engage Her programme 2018 – 2019, which aims to develop an increased understanding of how to engage with women and girls in sport. As part of the partnership, Sported wants to work with Ulster Hockey as a governing body as well as 3 clubs (clubs that have been selected include Ballyclare, Randalstown and Cookstown). The Ulster Squads have all resumed training in the lead up to the School Games and Interprovincial tournaments in September. Ulster Hockey with Hockey Ireland has successfully applied to be included as one of 8 sports in the 2018 SPLISS research working in partnership with Sport Northern Ireland. This will involve undertaking an audit of the current sports development system in hockey in Ulster and Ireland. The findings of the report will assist both Ulster hockey and Hockey Ireland to plan for the further development of the hockey sporting system with the aim of maintaining the international top 10 rankings that have been achieved this year. 	
Incorporation	A meeting of the Incorporation Working Group is due to be held on 23 rd August to consider the latest set of draft Articles as well as the action plan and timeline for consultation with members and the Special General Meeting.	
UHU Events	The Chair noted the reception that was held for the Ireland players on 8 th August and also advised that 2 President XIs had been invited to play against the Banbridge Mens and Womens 1XIs on 1 st September as part of the pitch opening celebrations.	
Four Provinces Meeting	No Meetings have taken place or are scheduled.	
Correspondence	There was no correspondence	
Any Other Business	No other business was raised.	
Date of Next Meeting	Tuesday 18 th September 7.00pm.	
Meeting Closed	The Meeting closed at 9.45pm	

Approved: 
 W. E. Fowler
 CHAIR ULSTER HOCKEY

DATE: 18th SEPT 2018