



Minutes of the 148th Meeting of the Ulster Hockey Board, held on 21st March 2023 at 7.00pm at Ulster Hockey Office & by zoom.

Present: Billy Pollock (BP), Peter Kelly (PK), Gareth Herron (GH), Christine Reid (CR)

In attendance: George Wilson (GW); Margaret McCormack (Vice-President); Marc Scott (MS) Chief Executive & Company Secretary; Chloe Gillard (CG) Boardroom Apprentice

Apologies: Sarah Little (SL), Tim Cockram (TC), Adrian Murphy (AM), Neal Lucas (NL)

Item	Comments
Chairperson's remarks	<p>The Chair welcomed everyone to the meeting.</p> <p>Apologies were noted and it was confirmed that the Board was quorate with 4 voting members present.</p> <p>BP advised that, following a process of engagement and discussion, GW had agreed to be nominated as the next UH Chair. This appointment would commence at the AGM following the conclusion of GW's term as President.</p> <p>Proposed BP, Seconded PK – agreed by all Board members present.</p> <p>ACTION – BP to compose post for website and social media regards GW's impending appointment.</p>
Conflict of Interest	Standing conflict (Hockey Ireland Board) – BP
President's Report	<p>GW had provided a written note of his key engagement's tenure to date.</p> <p>He expressed specific thanks and appreciation to MMcC for standing in for finals and events where he was unavailable.</p> <p>Specific attention was drawn to attendance at the Belfast City Council Hall of Fame award where Shirley McCay was inducted into the Hall of Fame; and to attendance alongside MS at the recent Annadale v Instonians match at which there was a tribute to the late Ronnie Smyth.</p>
Minutes of last Board meeting	Proposed SL Seconded AM
Matters arising	None
Standing Committee Reports	<p><u>Chief Executive's Report</u></p> <p>MS provided a report and highlighted the following areas.</p>

	<ul style="list-style-type: none"> - There have been initial discussions with the UH DSCO and HI National Children's Officer regards the restructure of the safeguarding function. BP suggested that there is a requirement to expedite the recruitment of a wider safeguarding panel. - ACTION – MS to commence process for an 'expression of interest' - There has been further engagement with Ulster University regards the funding of a Talent Officer. This agreement is pending, and it is anticipated that recruitment will have commenced by March 2023. This has been delayed due to an internal restructure in UU. - An application has been submitted for the 2023/24 fund (closing date was Tuesday 14th March). Total application 9,270 EURO. Outcome expected in July 2023. - Formal notification has been received that UH has been successful in its application to the National Lottery Fund for Dormant Accounts funding. A total of £66,750 has been secured over 3 years. Terms of Reference for the recruitment of a partner to deliver Club 1896 as a result of the funding was presented to the Board. - BP advised that he was keen to ensure that there were clear deliverables in the ToR. GH queried the proposed structure of an alternative company to deliver and how this would comply with Charities Commission requirements. It was noted that it was Charity Compliance which was driving the requirement for a separate subsidiary company. - ACTION MS to further develop Club 1896 ToR for consideration by the Board. - A review of the strategic progress and current strategic objectives should take place in April. - ACTION – MS to complete operational plan by end of March to be reviewed to determine CEO targets for 2023/24 and to consider position against 2022/23 regards remuneration. <p><u>Sport NI funding 2023 onwards</u></p> <p>A paper was provided outlining potential options for the future direction of Sport NI funding in terms of an agreed single application on behalf of Hockey Ireland and Ulster Hockey.</p> <p>An overview was provided regarding the current status of the Sport NI Sports Systems funding programme. It was noted that MS, PK & AM had met with Senior Management from Sport NI to discuss the current issues and to determine the likely impact of an inability to reach a position where the sport of hockey can provide a single application.</p> <p>It was agreed by Board members present to accept the proposals in the paper, notably that</p> <ul style="list-style-type: none"> - UH proposes to HI its preferred option that UH should be the lead organisation on the application in terms of administering the award. - That should HI be unable to agree to this position, UH continues with a separate application.
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	<p>Proposed by PK, seconder GH agreed by Board members present.</p> <p>ACTION – MS & PK to develop options paper to be sent to HI ahead of its Board meeting on Thursday 30th March.</p> <p>Proposal to be circulated to all Board members for comment.</p> <p><u>Operational Risks</u></p> <p>There are still some risks around the current funding of Ulster Hockey with the outcome of the Sport NI and NI Executive Funding programmes as yet, unknown. There is also an organisational risk around failure to achieve a joint application with Hockey Ireland for future Sport NI funding. (ACTION as above)</p> <p>The long-running issue around the selection, coaching complaint & appeal has been resolved with some actions to be undertaken regards:</p> <ul style="list-style-type: none"> - A review of the disciplinary process & code of conduct; - Training for coaches & staff re dealing with challenging individuals - Development of a code of conduct for parents <p>GH advised that he had drafted a new Code of Conduct for review and the Disciplinary Procedure would benefit from review.</p> <p>ACTIONS – GH & MS to develop new policies to be ratified ahead of the new season; MS to action all recommendations from the Appeals Panel.</p> <p>The risk regards the current safeguarding function remains, pending restructure of this area. (ACTION as above)</p> <p>It was agreed that the risk management process required strengthening. MS had noted this on a draft of the Code of Good Governance audit.</p> <p>ACTIONS – MS to develop more robust register and reporting mechanisms; Code of Good Governance audit (draft) to be circulated.</p> <p><u>Finance & Governance</u></p> <p>MS advised that Companies accounts were completed but there were some charity amendments required for the Charity aspect.</p> <p>ACTION - MS to ensure completed accounts are available for signature (BP).</p> <p><u>Coaching & Pathways</u></p> <p>No report</p> <p><u>Participation & Development</u></p> <p>Update provided on the current position of the Review of Competitive Hockey:</p> <ul style="list-style-type: none"> - Strong response to the survey, now closed
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	<p>- Individual and focus group engagement to commence.</p> <p>It was agreed that there should be a detailed report available by the AGM around the review.</p> <p><u>Communications & Marketing</u></p> <p>It was noted that there was an increased presence in the local press (notably Belfast Telegraph) in recent weeks.</p> <p>BP suggested that there needed to be strengthening of the website Board section.</p> <p>It was agreed that a more prominent 'Whats On' section would improve the website and communications to members who do not engage social media.</p> <p>ACTION – MS to ensure Comms Manager makes relevant amendments to the website.</p>
Ulster Hockey Events	No report.
Hockey Ireland	It was noted that there had been no progress regards HI making a contribution of membership income to UH.
Correspondence	None
AOB	<p>BP noted that he and MS had attended a positive meeting with the NI Commonwealth Games Council regards the possibility of a future NI team. A number of actions were agreed to take forward with HI Board.</p> <p>Congratulations were recorded to the Sport NI Sport Makers award recipients from Hockey:</p> <ul style="list-style-type: none"> - Anna Pim – Project of the Year, At the Heart of the Game - Amy Jones – Young Technical Official of the Year - Erroll Lutton – Performance Club Coach of the Year <p>Congratulations were recorded to Shirley McCay on her induction into the Belfast City Council Hall of Fame.</p>
Summary of Actions	<p>Sport NI funding - MS to lead the process of engagement with HI with support of BP, AM & PK.</p> <p>MS to complete Code of Good Governance and present to the Board (March)</p> <p>BP & MS to advise staff formally of agreed salary increase.</p> <p>Fees structure to be presented at AGM – MS/BP/AM.</p>
Date of next meeting	<p>Tuesday 18th April – to include Strategy Review & AGM planning</p> <p>Meeting ended 21.15</p>