

Minutes of the 149<sup>th</sup> Meeting of the Ulster Hockey Board, held on 18<sup>th</sup> April 2023 at 7.00pm at Ulster Hockey Office.

**Present:** Billy Pollock (BP), Peter Kelly (PK), Neal Lucas (NL), Sarah Little (SL), Tim Cockram (TC), Christine Reid (CR), Adrian Murphy (AM); Gareth Herron (GH)

**In attendance:** Margaret McCormack (Vice-President); Marc Scott (MS) Chief Executive & Company Secretary;

**Apologies:** Chloe Gillard (CG) Boardroom Apprentice; George Wilson (GW);

Item	Comments
Chairperson's remarks	The Chair welcomed everyone to the meeting. It was noted that MS was delayed due to a train delay and would be present as soon as possible,
Conflict of Interest	Standing conflict (Hockey Ireland Board) – BP
President's Report	GW had provided a written note of his key engagement's tenure to date.
Minutes of last Board meeting	Proposed SL Seconded AM
Matters arising	<p>Code of Good Governance</p> <p>The Board reviewed the audit report provided by MS regards the current position of UH against the published code of good governance. The Board agreed to its findings and the production of an implementation plan to address the actions was agreed. <b>ACTION – MS</b></p> <p><b>ACTION - MS also to implement development of a Board handbook</b></p>
Standing Committee Reports	<p><b><u>Chief Executive's Report</u></b></p> <p>MS provided a report and highlighted the following areas.</p> <ul style="list-style-type: none"> <li>- Update on the current position with Sport NI funding process.</li> <li>- The contract for the Communications Manager was not renewed at the end of March 2023. This was due to performance issues which had been raised previously with the post-holder.</li> <li>- Overview of proposed changes in the safeguarding function for Ulster Hockey, to include a wider panel of safeguarding officers. This is to mitigate against the risk of over-reliance on one volunteer.</li> </ul>

	<ul style="list-style-type: none"> <li>- An update was provided on the status of the Review of Competitive Hockey.</li> <li>- A proposal had been made to and agreed by the School Girls Committee regards moving the senior finals to an evening slot following the large crowd attending the Burney Cup Final.</li> <li>- Club 1896 Terms of Reference were provided to progress the project following confirmation of funding from the National Lottery Dormant Accounts. The Board were satisfied to progress with the process against the budget being provided by NLDA. The project is to be reviewed and MS to provide ongoing progress reports.</li> </ul> <p><u>Operational Risks</u></p> <ul style="list-style-type: none"> <li>- Sport NI funding remains a risk.</li> <li>- Over-reliance on one individual for safeguarding function.</li> <li>- Good Relations Funding – outcome remains unknown</li> </ul> <p><b><u>Finance &amp; Governance</u></b></p> <p>All agreed that the Final Accounts for 2021/22 be signed off. MS advised that there had been delays completing these and that the Auditors had delayed requesting audit information. The Auditors would be liable for any late submission fines from Companies House.</p> <p>Accounts signed as relevant.</p> <p>The final 'actual' v 'budget' position for 2022/23 was presented to the Board. These figures would be provided to the Auditors to complete DRAFT accounts ahead of the AGM on 23<sup>rd</sup> May and full accounts as expeditiously thereafter.</p> <p>It was discussed that the reserve be increased as a result of the positive financial results and the ongoing increase in operational costs. <b>ACTION – Final proposal to be made following completion of accounts (AM)</b></p> <p><b><u>Coaching &amp; Pathways</u></b></p> <p>No report</p> <p><b><u>Participation &amp; Development</u></b></p> <p>No report – update on Review of Competitive Hockey provided</p> <p><b><u>Communications &amp; Marketing</u></b></p> <p>No Report</p>
Ulster Hockey Events	No report.
Hockey Ireland	Update provided on position with Sport NI funding discussions. Response awaited from HI Board regards the UH proposal.
Correspondence	None

AOB	<p>MS &amp; BP to attend the next NI Human Rights Commission meeting</p> <p>MS &amp; BP to attend the Summit Conference</p> <p>Congratulations noted to Dr Stephen Martin on his appointment to the position of Chair with NI Commonwealth Games Council</p>
Summary of Actions	<p>Develop Code of Good Governance Action Plan (MS) – June Board</p> <p>Development of a Board handbook (MS) - - August Board</p> <p>Final proposal to be made regards increased reserve following completion of accounts (AM) – June Board</p>
Date of next meeting	16 <sup>th</sup> May 2023 – Purpose – to review operational plan, pre AGM discussion & budget