



BOARD MINUTES

Minutes of the 153rd Meeting of the Ulster Hockey Board, held on 21st November 2023 at 7.00pm at Ulster Hockey Office & online via zoom.

Present: George Wilson (GW), Neal Lucas (NL), Sarah Little (SL); Christine Aiken (CA), Adrian Murphy (AM), Chloe Gillard (CG), Tim Cockram (TC)

In attendance: Margaret McCormack (MMcC), President; Marc Scott (MS) Chief Executive & Company Secretary; Shannon Booth (SB) Boardroom Apprentice

Apologies: Peter Kelly (PK), Mervyn Logan (Vice-President) attended in part.

Item	Comments
Chairperson's remarks	GW welcomed everyone to the 153 rd meeting.
Conflict of Interest	None
Minutes of last Board meeting	Minutes of the September Board were adopted subject to changes around the recording of the discussion on the budget profiling.
Staff Presentation	Amanda Morton provided an overview of her work area, with an emphasis on schools & club blitz events and provided some data around the size and scope of this area of work.
Matters Arising	It was agreed that the full Operational Plan be made available to the Board for review. NL advised an inaccuracy in the Decision Tracker around the Board meeting date where the Competition Review action was agreed. MS to amend.
President's Update	The President has provided a written overview of her engagements over the last few months. She noted that she was thoroughly enjoying the role. It was advised that there was a focus on attending matches at all levels across as wide a range of clubs as possible and not just concentrating on 1 st XI matches. It was noted that Mervyn Logan was sharing the duties to ensure as many clubs were visited.
Chief Executive's Report	MS provided a report and highlighted the following areas:

	<ul style="list-style-type: none"> - Issue regarding a 'bulk insurance' policy being mis-communicated to our clubs as an Ulster Hockey endorsed policy. This has been addressed with the insurer. - An update was provided regarding the positive engagement with Hockey Ireland and the new HI CEO, particularly in respect of future SNI funding; - An overview of the status of Sport NI funding and progress against targets; - CEO attendance at the All-Party Working Group for Sport and presenting on issues around school facility access; - An update was provided and some detailed discussion around an issue with the actions of one of the School Girls' Committee which posed potential risks from a safeguarding, commercial and data protection perspective. It was agreed that GW & MS continue to address the issue, seek legal guidance and feed back to the Board where necessary. - NL highlighted that there may be some images on the UH social media platforms which identified individuals and may also represent a breach of policy. MS agreed to review the social media sites and address should there be a breach. - Following the schools' issue referenced above, the majority of the Schoolgirls Committee had tendered their resignation. It was agreed that this provided an opportunity to restructure the schools committee(s). MS to draft terms of reference. - <p><i>Operational Risks:</i></p> <ul style="list-style-type: none"> - It was advised that the PSNI investigation into an alleged club safeguarding issue had determined there was no substance in the allegations.
Finance Report	<p><u>Finance & Governance</u></p> <p>A profiled budget was provided to the Board. It was noted that the Finance Committee had agreed to a profiling exercise but would continue to review to ensure value is added through this process.</p> <p>ACTION - AM advised that he would continue to work with MS to improve the profiling and presentation of budget by mid-December.</p> <p>MS highlighted amendment to budget regards the school fees on account of the policy decision by HI to collect its proportion of the fee directly. (Schools income figure reduced in income, schools fees expenditure removed)</p> <p>NL raised some queries around the Club 1896 expenditure as this appeared to be over budget. MS agreed to review and provide a breakdown.</p>
Committee Reports	<p><u>Coaching & Pathways</u></p> <p>No report</p> <p><u>Participation & Development</u></p> <p>No formal report – update on Review of Competitive Hockey provided.</p>

	<p>MS to provide overview of recommendations to the Board.</p> <p><u>Communications & Marketing</u></p> <p>SL provided an overview of the strategy document which will work as an active document.</p> <p>Andrew Morrison is to add a content calendar to support.</p> <p>Brand guidelines are to be agreed by January 2024. MS to action with AM.</p> <p><u>Welfare & Inclusion</u></p> <p>Chloe Gillard confirmed as Ethics & Welfare Chair – proposed GH, seconded AM</p> <p>Appeals section to be considered and revised as part of the development of the Bye Laws. MS to draft.</p>																	
Operational Plan	<p>The operational plan objectives were reviewed, and targets are currently on track.</p> <p>Full operational plan to be circulated within the next few days.</p>																	
Risk Register	<p><u>Operational Risks</u></p> <p>Schools issue covered above.</p> <p>No new operational risks identified.</p>																	
Policies & Procedures	<p>No updated policies</p>																	
AOB	<p>It was confirmed that all fines were up to date.</p> <p>The position of the celebration dinner was confirmed, in that the format would change going forwards and no gala dinner was currently planned.</p>																	
Summary of Actions	<table border="1"> <thead> <tr> <th data-bbox="475 1514 991 1552">Action</th> <th data-bbox="999 1514 1206 1552">Responsibility</th> <th data-bbox="1214 1514 1388 1552">Completion</th> </tr> </thead> <tbody> <tr> <td data-bbox="475 1552 991 1767">Legal guidance to be sought around schools issue</td> <td data-bbox="999 1552 1206 1767">MS/GW</td> <td data-bbox="1214 1552 1388 1767">Ongoing – report back as necessary and at Jan meeting</td> </tr> <tr> <td data-bbox="475 1767 991 1912">Review of social media posts to ensure compliance with safeguarding rules</td> <td data-bbox="999 1767 1206 1912">MS</td> <td data-bbox="1214 1767 1388 1912">Immediate action – report back Jan 2024</td> </tr> <tr> <td data-bbox="475 1912 991 1986">Develop schools Terms of Reference</td> <td data-bbox="999 1912 1206 1986">MS</td> <td data-bbox="1214 1912 1388 1986">January 2024</td> </tr> <tr> <td data-bbox="475 1986 991 2051">Club 1896 breakdown to be provided</td> <td data-bbox="999 1986 1206 2051">MS</td> <td data-bbox="1214 1986 1388 2051">January 2024</td> </tr> </tbody> </table>			Action	Responsibility	Completion	Legal guidance to be sought around schools issue	MS/GW	Ongoing – report back as necessary and at Jan meeting	Review of social media posts to ensure compliance with safeguarding rules	MS	Immediate action – report back Jan 2024	Develop schools Terms of Reference	MS	January 2024	Club 1896 breakdown to be provided	MS	January 2024
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	Competitive Review recommendations to be provided to the Board	MS	January 2024
	Brand guidelines to be revised	MS	January 2024
Date of next meeting	16 th January 2024		