

MINUTES

Committee: Council

Date: Friday 11th May 2018

Venue: The Pavilion, Stormont

Present: Mr David Ferguson – Chairman
Mrs. Lynda Sloan - Elected
Mr Bertie Ellison – Elected
Mr David Reilly – Social Club Rep
Mr Brian Murphy – Elected
Mr Colin McWhirter – Elected
Mrs. Siobhan Smyth – Regional Rep
Mr Val Russell – Regional Rep
Mr Michael Carson – Treasurer
Ms. Karen McConnell – Regional Rep
Ms. Geraldine Heaney – Regional Rep
Mr Brian Vincent – Regional Rep

In Attendance: Mr Gerry Kelly – CEO
Mr Kieran Devlin – Director of Facilities
Mrs. Lisa Tolan – Minute Taker

Apologies: Mrs. Kitty Brown – Regional Rep
Mr Conor McGeown - Elected
Mrs. Heather Cousins – Vice Chair
Mr Chris Heatley – Pavilion based Sports Club Rep
Mr Gavin McCann – Regional Rep

Mr Ferguson took the opportunity to welcome new regional representatives who were elected to Council - Karen McConnell and Geraldine Heaney representing the Belfast region and Brian Vincent representing the Southern region.

1. Minutes of previous meeting

The minutes of the meeting held on 16th February 2018 were agreed.

2. Matters Arising

All the actions set out in the minutes of the previous meeting had been completed.

2.1 Navigation issues

Mr Kelly reported that he had spoken to the membership plus team regarding the navigation issues on the Membership Plus website. He confirmed that they were content that these had been resolved.

2.2 NICSSA Website

Mr Kelly confirmed that the NICSSA website would be undergoing an upgrade.

2.3 NICSSA Account

Mr Kelly confirmed that he had spoken to the Association's accountants about separating the current and reserve accounts on the organisation's balance sheet and Mrs Tohill indicated that this would be done for the next set of annual accounts.

3. Executive Report

Mr. Kelly gave a summary of the performance of the Association for the first quarter of 2018 and highlighted a number of points in the report which are set out below.

3.1 Grow participation within the full range of services

Membership continues to be a challenge and for the first two months of the year there was a small decrease of members which is consistent with the trend for the beginning of each year.

Following a brief discussion about who can be a member of NICSSA, Mr Ferguson said he will be bringing proposals to Council to make changes to the constitution which will bring more clarity to the issue of membership.

Ms Heaney commented there is an issue with non-members using the gyms in government buildings. It was agreed that this could be picked up at regional seminars.

Action point: Mr Kelly to discuss the issue of non-members using gyms in government buildings at the regional seminars.

Mr Kelly reassured Council that letters in relation to GDPR had been distributed to all members, users and stakeholders of the Association.

3.2 Develop our facilities to meet customer needs

Mr Kelly reported that the tennis club members are happy with the rejuvenation of the courts. However they are still looking for a replacement of or work to the tennis hut which is in a bad state of repair.

3.3 Access and egress.

Mr Ferguson updated Council on the long running debate with DoF on this issue.

His most recent contact had been with Paul Wickens, Deputy Secretary in DoF, who confirmed that the Department is sticking to its line that it will not fund work to address health and safety concerns. The Department continued to believe that it was not its responsibility, but even if it was, it was under financial pressure and it was not be a priority. A further, potentially complicating development was that the Department has just received advance notice to add Dundonald House to its list of protected buildings. The listing would cover the building and its environs, including the railings and front gate to The Pavilion.

Following discussion Mr Ferguson undertook to reflect further on the issue, including taking legal advice, at Executive Board level and report back at the September Council meeting.

Action point: Mr Ferguson to report back to Council in September regarding access and egress arrangements at the Pavilion Complex.

4. Finance

Mr Reilly had a query on the Treasurer's report regarding fixed assets and Mr Kelly explained the reason behind this.

Mr Kelly pointed out that there are only three payments remaining on the First Trust loan for £1.2m which was taken out in 2003.

Mr McGeown had asked Mr Ferguson why the long term liabilities on the balance sheet had increased when they should be decreasing. Mr Kelly explained the reason is that in the first quarter of 2018 we invested £50k in upgrading lighting at the Pavilion to LED through an interest free loan from the Carbon Trust.

On the issue of staff pay and the report which he had distributed prior to the meeting Mr Carson explained that the process had been agreed by the Board and approved by Council. Mr Carson and the vice chair have determined that staff pay will increase by 2% for 2018 and will be in the staff's pay for May and backdated to January 2018.

5. Strategic Issues

5.1 Future capital development

Mr Kelly reported that Mr Ellison and he had met with all but one of the Pavilion based sports clubs to tell them about the proposed capital development at the Pavilion Complex. The general feedback from club representatives was generally very positive.

They have also met with governing bodies, namely Ulster Hockey, Irish Cricket, archery and table tennis associations as part of the process to secure their support for funding from Sport NI. Mr Kelly confirmed that an application for £1m was submitted to SportNI.

The application will be assessed by SportNI over the next 4-5 weeks before a decision on the projects to progress to stage 2 is made. He confirmed that at that stage we will need to seek advice from planners regarding the proposed development.

In relation to taking forward the capital project Mr Ferguson acknowledged that there are a few issues to be changed in the constitution regarding membership, licencing and the amount of money that the Association can borrow from the bank. Mr Kelly and Mr Ferguson will meet to discuss the specific process involved in taking forward these issues in preparation for the next Executive Board meeting.

Action point: Mr Ferguson and Mr Kelly to discuss the specific process involved in taking forward planning and other issues to facilitate future capital development.

5.2 Membership

Mr Kelly briefly explained the background to the pilot programme that the Association had embarked on in 2016 to extend membership to local Councils. It emerged after several meetings with Council representatives that this was not a priority for them at that particular time so no progress was made. However it was agreed to put the issue back on the agenda and try to re-engage with Council staff.

5.3 NICS Accommodation Review

Mr Ferguson expressed concern that there has not been serious engagement with SIB. The longer we remain detached from SIB, the harder it will be to get re-engaged with them. Mr Kelly acknowledged the need to get a meeting with the SIB to understand the current position regarding NICS Accommodation standards and to start to contribute to the design of wellbeing space in each of the NICS buildings.

Action point: Mr Kelly to ensure the sub group is set up and to arrange a meeting with the SIB regarding wellbeing space as part of the new NICS Accommodation standards.

5.4 Strategic Plan

Mr Kelly talked through outcome of the workshop in April and confirmed that work would continue on the formulation of a draft document for the consideration of Council at its meeting in September 2018. The aim will be to sign off on the document at the December 2018 meeting.

Council members agreed to reflect on the summary of the April workshop and get back to Mr Kelly with any comments.

Action point: Council members to reflect on the summary of the planning session and get back to Mr Kelly with any comments.

6. New Executive Board

Mr Ferguson set out the structure of the current Executive Board and sought Council's endorsement to reconstituting the board. He confirmed that the Chair, Vice Chair and Treasurer sit on the Board along with 4 executive Director positions. Currently there are 2 occupied and 2 unoccupied positions. Ms. Sloan and Mr Ellison were willing to continue in their current positions (Health Promotion and Sports Development). Mr Murphy and Mr Russell had indicated a willingness to put themselves forward for Marketing and Sales Director and the Membership Services Director respectively.

Council formally endorsed the appointment of the 4 individuals by acclamation.

7. Any other business

Mr Ferguson noted several issues that had arisen at the AGM in March. Two of them - junior membership of Pavilion based clubs and none or late payment of subscriptions by members in Pavilion based clubs - will be considered by the Executive Board at its next meeting.

A third issue - the behaviour of some members using the facilities - this is being addressed through the appropriate disciplinary channels.

The Awards Night will be held on 1st June 2018.

With no other business the meeting ended.

7. Date of next meeting

The next Council meeting will be held in the Pavilion on Friday, 28th September 2018 at 10am.

Action Required	Para No	Responsibility	Timescale
1. Mr Kelly to discuss the issue of non-members using gyms in government buildings at regional seminars	3.1	Mr Kelly	June
2. Mr Ferguson to report back to Council in September regarding access and egress arrangements at the Pavilion Complex	3.3	Mr Ferguson	September
3. Mr Ferguson and Mr Kelly to discuss the specific process involved in taking forward planning and other issues to facilitate future capital development.	5.1	Mr Ferguson and Mr Kelly	September
4. Mr Kelly to ensure the wellbeing sub group is set up and to arrange a meeting with SIB regarding wellbeing space as part of the new NICS Accommodation standards.	5.3	Mr Kelly	September
5. Council members to reflect on the summary of the planning session and get back to Mr Kelly with any comments	5.4	Council Members	June