

MINUTES

Committee: Council

Date: Friday 14th December 2018

Venue: The Pavilion, Stormont

Present: Mr David Ferguson – Chairman
Mrs. Heather Cousins – Vice Chair
Mrs. Lynda Sloan - Elected
Mr Bertie Ellison – Elected
Mr David Reilly – Social Club Rep
Mr Colin McWhirter – Elected
Mr Gavin McCann – Regional Rep
Mr Michael Carson – Treasurer
Ms. Geraldine Heaney – Regional Rep
Mrs. Kitty Brown – Regional Rep
Mr Brian Murphy – Elected
Ms. Karen McConnell – Regional Rep

In Attendance: Mr Gerry Kelly – CEO
Mr Kieran Devlin – Director of Facilities & Operations
Mr Kieran McGarrigle – Director of Corporate & Customer Services
Mrs. Lisa Tolan – Minute Taker

Apologies: Mr Brian Vincent – Regional Rep
Mr Chris Heatley – Pavilion based Sports Club Rep
Mr Conor McGeown – Elected
Mrs. Siobhan Smyth – Regional Rep
Mr Val Russell – Regional Rep

1. Minutes of previous meeting

The minutes of the meeting held on 28th September 2018 were agreed.

2. Matters Arising

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

Mr Ferguson wrote to the new Permanent Secretary of the DOF, Sue Gray, about a review of the terms of the licence for NICSSA's occupation of the Pavilion Complex and the specific issue of the access and egress arrangements at the Complex.

3. Executive Report

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

3.1 Grow participation within the full range of services

He reported that membership had increased for the first time in 3 years and the membership team have established five new clubs throughout the year.

The performance of Activ Health Club has improved over the last quarter with a notable increase in the number of members participating in fitness classes.

The WELL team delivered a range of seminars and exhibitions to organisations in the area of personal and team resilience and mental health issues.

A number of international cricket fixtures and hockey finals will take place in 2019 at the Pavilion Complex.

3.2 Develop our facilities to meet customer needs

A meeting of the Sports Sub Committee was held on 21st November 2018 to discuss capital development, facilities maintenance and sports development. Mr Kelly and Mr Ellison reported that the meeting was very positive and that the clubs representatives who attended the meeting paid tribute to the ground staff for the excellent condition of the playing surfaces.

Communications and marketing

Mr Kelly and the Marketing Executive are currently working on a communication and marketing strategy which will be circulated to Council for the February 2019 meeting.

Mr Murphy commented that there were still some navigation issues on the Membership Plus website and Mr. Kelly agreed to discuss these with Kathie Edwards.

Action point: Mr Kelly agreed to discuss navigation issues on the Membership Plus website with Kathie Edwards.

3.3 Maintain and grow existing revenue streams

Pavilion Performance

It was agreed that the performance of the Social Club will be an agenda item at future Council meetings.

Mr Reilly reported that bar income was down by 6% compared to the same period last year while catering income was down by 10%, both due to the absence of various events such as the Gran Fondo, Scouting Ireland and the World Hockey tournaments at the complex which were held in 2017.

The Social Club have introduced a number of promotions to generate business including monthly steak nights and beat the clock offers. There have been 750 Christmas bookings to date. New access controls will be introduced in early in 2019.

Mr Reilly is currently working on updating the disciplinary rules and procedures.

The entertainment licence for the Club has been renewed and the Club have been granted a licence to hold weddings on the premises.

The Social Club Committee are currently working on the 2019 Social calendar.

HR Issues

Albert Millen, the Association's Caretaker/Cleaning Supervisor retired on 31st October 2018 after 18 years' service. Brian Mawhinney replaced Albert on 1st November 2018.

Maeve Kilpatrick left the organisation to take up a new post with Special Olympics.

4. Finance

Mr Carson reported that income for the period to the end of October was in line with expenditure. Subscriptions were similar to the previous year.

FindOut has secured new contracts from the Department of Foreign Affairs and the NHS Leadership Centre.

PlayBall's income has dropped by £15k for the period due to the loss of business in the early part of 2018 as a result of adverse weather conditions.

There was an increase in facilities income of £18k which reflects the higher rents from third party users of the facility and hosting fees from Cricket Ireland.

Mr Carson was content that costs were well controlled, and this was reflected in a surplus of £80k for the period.

5. Strategic Issues

5.1 Future capital development

Mr Kelly confirmed that stage 2 of the application to SportNI for funding has started and consultations with governing bodies are ongoing. The application is due to be submitted to Sport NI by 22 March 2019. An outcome of the application should be known sometime in May 2019.

5.2 Review of Governance

Mr Ferguson brought a paper on further proposed changes to the constitutional rules of the Association to the meeting. The two key areas are membership and governance.

Regarding the first rule on suspension it is proposed the rule should include provision for the setting up of a disciplinary panel and for a right of appeal.

Regarding disputes Mr Ferguson suggested retaining the current rule and simplifying the wording used for the rule.

Mr Carson raised an issue about gender in the rules (i.e. the reference to he/him) throughout the rules. Mr Ferguson said that this was covered by the interpretation provision (rule 42). It was agreed in discussion that the rule should be placed at the start of the document to make the issue clear.

Council were content in principle with the rule changes. A paper covering all of the proposed changes to the rules would be brought to Council following consultation with the Department on amendments in which it would have an interest.

Action Point: Revised set of Association rules to be brought to Council following consultation with the Department.

Access and egress

Mr Ferguson had written to Sue Gray in October 2018 about strategic and operational issues of concern to the Association, in the latter case access and egress arrangements at the Pavilion. In response a meeting between DoF officials and the Association was due to take place in January 2019.

Mr Ellison reported that Mr Russell has agreed to look at a design and a costing of an engineered solution for the access issue.

5.3 NICS Accommodation Review

Mr Kelly reported that NICSSA are now represented on the NICS Agile Working Group who are responsible for the design and implementation of NICS Accommodation standards.

There is still no timescale in place for buildings on the list though the most immediate are Clarence Court and The Plaza buildings.

Mr Kelly reported that he had met with Bill Harrison, Facilities Manager for Craigtantlet Buildings and Goodwood House, regarding a the provision of a cycling area in the Stormont Estate and specifically at the Pavilion Complex.

5.4 Draft Strategic Plan

Mr Kelly talked through a presentation of the final draft. It was suggested the plan should include photographs of younger members participating in activity. Mr Ferguson commented that the new presentation and format is refreshing and expressed his appreciation to Mr Kelly and the staff for their work on the plan.

This document will be published as the working document for the next 3 years.

6. Any other business

With no other business the meeting ended.

7. Date of next meeting

The next Council meeting will be held in the Pavilion on Friday, 1st March 2019 at 10am and the AGM will be on Wednesday 13th March 2019 at 7pm.

Action Required	Para No	Responsibility	Timescale
1. Mr Kelly to discuss navigation issues on the Membership Plus website with Kathie Edwards.	3.2	Mr Kelly	March 2019
2. A revised set of Association rules to be brought to Council following consultation with DoF.	5.2	Mr Kelly	September 2019