



MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

15th March 2021 19.00

Location: remote video conference

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|-----------------|------------------|-----|------------------------|
| Present: | Marc Scott | MSc | Chairman |
| | Hazel Campbell | HC | Coaching Director |
| | Mike Henry | MH | Performance Director |
| | Michael Ferguson | MF | Membership Director |
| | Robert Hall | RH | Development Director |
| | Neil Armitage | NA | AGB Appointed Director |
| | Eilish Ward | EW | Independent Director |
| | John Ranson | JR | - attending invitee |
| | Kim Pegrum | KP | Company Secretary |

Action items assigned to Board members shown as bold initials, e.g. **(KP)**.

1. Apologies – none received

1B. Governance business

AGB Regional officer – (NA) advised the post was advertised and applications were being received. (KP) asked if ANI were to be involved in the selection process. (NA) agreed and **(MH)** volunteered to join the interviews, with (MSc) as an alternate.

Safeguarding Officer posting – (EW) advised that job advert had been posted and circulated to clubs and also sent to CPSU and NI Sports Forum. She also indicated that the position can be flexible and can be done by one or more part-timers/job shares.

Policy Reviews – (KP) advised that during selection of policies for the SNI grant application he had noticed that some were close or had already expired their review date. The 2018-2021 ANI Development Plan will run out this year but as it was only a short-term stopgap it could be allowed to expire and is now replaced by the Take Aim strategic plan. The Disciplinary Policy was scheduled for review in August 2019 and (MF) advised that he had looked at the policy, compared with the AGB one and recognised that some parts needed updated/changed. **(NA)** advised that the AGB policy had recently been rewritten and said he would send it, so it could be used as the basis of a new ANI policy. **(MF)** will work on this and bring to the next meeting. (EW) asked if the Disciplinary policy fits with the Safeguarding role. (NA) confirmed it does.

2. Minutes from 18th January 2021 – approved.

3. Actions from last meeting

Task lists from previous meetings were reviewed. Incomplete tasks carried forward.

4. Correspondence

5. Safeguarding

(EW) reported that discussions had taken place with (MF) and Paul Stephenson about updating the policy and procedures and this was ongoing. As advised above the advert for a Safeguarding Officer had been circulated.

Discussion took place regarding DBS checks that coaches have to complete for AGB and the Access NI checks used in N.I. **(NA)** confirmed that the 'local' Access NI check would be acceptable to AGB; this is already done for the Scottish Archery process.

(MF) advised that he had applied for the Designated Officer certificate, and also asked how we get information to the clubs' safeguarding officers. (KP) advised that (RMCC) had started to put together a database of club safeguarding contacts and maybe this could be obtained. (MF) recommended that clubs should be advised to use Sport:80 to register their officers.

6. Financial report

Latest financial details had been circulated prior to the meeting.
Current Balance stands at £17,039.16 at 28th February 2021.

Sport NI Sustainability fund award - (KP) advised that £2797 had recently been transferred into the ANI account from Sport NI as payment of this grant, the application for which was discussed at the last meeting.

Sport NI Governing Body Support Programme – (KP) confirmed that the application for this had been submitted and receipt acknowledged. Result of application is due mid-April.

7. Membership status and report

Current membership is 302 comprising 11 clubs, 1 university and 21 Direct members.

Annual comparison summary report - (KP) advised this report had been created to support the grant application but it clearly showed a stark decline in recent years of the membership numbers. (NA) recognised the recent decline, being similar at AGB and explained the actions planned to try to encourage past members, and new members. This included the AGB 'Big Weekend' events and a new micro-website for beginners being launched by AGB.

Club and Direct member non-payers – (KP) explained that there are three clubs and two schools/unis in Covid 'hibernation' and have not renewed AGB/ANI memberships; these are Maiden City, N. Flights and Yew Tree, Campbell College and Queen's Uni. No response had been received from Causeway club despite repeated attempts to contact.

(KP) advised there were four Direct members who had not paid their ANI fees, although their AGB membership had been renewed. One of these refused to pay indicating he had no involvement with ANI, three others had not responded. (KP) requested direction what to do next. **(NA)** indicated that their memberships could be suspended and requested the details of the members to investigate. **(KP)** to send.

Member transfers to Archery Ireland team – (KP) explained that at the recent AI meeting it was mentioned by the President that two N.I. archers had requested release from the UK team eligibility and had transferred to AI team eligibility and that this had been approved by AGB. (KP) asked if ANI should not have been informed about this, rather than hearing it from the AI President. **(NA)** confirmed there seemed to be a process issue and would investigate.

8. Calendar and Tournaments

ANI 3D Championship shoot 24/25th April (BAB hosting) – this will proceed subject to the Covid guidelines at the time. (RH) asked if medals/trophies were available. (KP) confirmed he has the stock.

ABO Field Champs 29/30th May at Overton – the offer from Overton Black Arrows for 4 + 4 late reservation places for ANI archers had only been taken up by two people so far (MN & MP). No NI Home Nations team could therefore be selected.

9. Development report

The Inclusion Committee – the report from the committee had been circulated prior to the board meeting, together with self-declaration classification information, DSNI Inclusive Sport award template and DSNI Disability Inclusion Training pack. (JR) reported on this and presented two proposals for board approval:

To set a date for the initial Disability Inclusion training for board members and officers – Monday 19th April agreed; after the meeting this changed to 26th April to suit DSNI availability. **(KP)** to check availability of the ANI officers to attend.

Secondly, to adopt DSNI Inclusive Sport Award as the basis for the ANI Development plan for Disability & Inclusion for 2020-2025 – all agreed. (JR) also suggested AGB should include judges in the disability inclusion training, as well as in the coaches training.

(MSc) proposed **(JR)** to act as ANI representative on the new AGB Participation Home Nations steering group – all agreed.

10. Performance report

Commonwealth Games (India 2022) – discussion took place on this, including (NA) advised AGB had no funding for preparation of potential CG archers. He also advised that AGB were awaiting the licensing agreement from Archery India which was due this month.

(MH) advised that a small working group had been set up and that (KB) had been co-opted. (MH) asked if the potential team squad could be classed as 'elite' athletes with regard Covid guidelines. (MSc) indicated yes, approval is not required, just that the correct protocol was in place.

(KP) advised that some CGCNI papers had been included in the meeting docs to show the athlete eligibility guidelines for Birmingham (assumed the same for India), and also suggested that a budget for the project be established, in two parts, from now to end of September 2021 and from October until the event is over. **(MH)** agreed to arrange this.

(NA) advised that AGB is planning a Euronations commonwealth competition around end of September at Lilleshall as a CG practise event and suggested **(MH)** should join the working group for this – all agreed.

(RH) asked how many archers had indicated interest to go to India – (MH) indicated around 10 (8x male 2x female) so the men's recurve and compound teams were looking good, some

doubt about female teams. (JR) asked if this was a selected team or just the squad from which the team will be selected. (MH) advised it is just the preliminary squad, not the team.

Pathway report – a report from (CL) had been circulated prior to the meeting.

11. Coaching report

A report from (HC) had been circulated prior to the meeting, together with the terms of reference document for the Coaching Committee for approval by the board, and a shorter synopsis document for circulation to the clubs. Document was approved by all. **(KP)** to publish to clubs and website.

12. Any other business

School summit at Eikon Autumn 2021 – (KP) advised that this information had been received via email and asked if ANI would be interested to participate. (HC) indicated that a number of schools might be attending and it could give some exposure to large numbers of young people. (MSc) stated that the cost of stands etc. seemed high and thought it may not be good value for money for ANI alone, but maybe the NI Sports Forum might be interested to share the costs across a number of sports. **(MSc)** to enquire.

Next meeting: Monday 17th May 2021 – Board meeting

Meeting closed at 9.10pm