

NI Judo Federation Board Meeting – 8th June 2021
7pm at 6 Shore Street, Cushendall

Attendees (Board Members)- Mark Harris, Peter Cuckoo, Rebecca Cuckoo, Russell Brown, Richard Briggs, Robin Newett and Lauren Smythe

Attendees (Staff)- None

Apologies: None

Absent: Bill Taggart

| Ref | Detail |
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| 1 | <p><u>Welcome</u></p> <ul style="list-style-type: none"> • MH opened the meeting and welcomed all Board members to the venue at Cushendall. • MH welcomed LS and presented her with a book on behalf of NIJF. |
| 2 | <p><u>Apologies</u></p> <ul style="list-style-type: none"> • None noted. |
| 3 | <p><u>Declaration of Interest</u></p> <ul style="list-style-type: none"> • None noted |
| 4 | <p><u>Minutes from Previous Meetings</u></p> <ul style="list-style-type: none"> • Board minutes dated 17th (Board proposal session) and 20th April 2021 proposed by RBriggs and seconded by PC. • Redacted Board minutes for NIJF website dated 20th April 2021 proposed by RC and seconded by RBriggs. • Board minutes dated 8th May 2021 (Board proposal session) proposed by RBrown and seconded by PC. |
| 5 | <p><u>Financial Report</u></p> <ul style="list-style-type: none"> • The May 2021 Financial report was tabled discussed by the Board. It was proposed by RBrown and seconded by PC. |
| 6 | <p><u>Secretary's Report</u></p> <p><u>NIJF Directors</u></p> <ul style="list-style-type: none"> • LS thanked PC for registering her as an NIJF Director in May 2021. • Confirmed that Bill Taggart was an NIJF Board member and LS should send BT a copy of the full Board minutes following each meeting. • BT has agreed to be absent at each Board meeting and BT to be marked as absent on each set of Board minutes. • BT will attend the next 2 BJA Board meetings and will then stand down as a BJA Board member and NIJF Board member. |

- RBrown will be attending the next 2 BJA Board meetings with BT and RBrown will then take BT's place as NIJF representative on the BJA Board. A BJA Board report will be requested from RBrown for the NIJF Board.

Current & Future Chair and Vice-Chair

- PC proposed that MH becomes NIJF Chairman and that RBrown becomes NIJF Vice-Chairman and also that RBrown takes the NIJF Representative position on the BJA Board. PC noted that this would be ratified at the NIJF AGM along with the Secretary position. If it is not ratified then the positions would go to a vote by the membership. PC highlighted that it was important the NIJF structure was sound.
- Unanimously approved by all.
- NIJF website to be updated.

Strategic Planning

- Board members discussed the NIJF Strategic Plan 2017-21 and agreed to develop a schedule with proposed steps and actions for a new strategic plan..

AGM

- RC proposed that the AGM is held on 30th November 2021 and seconded by RBrown.

Online Policy Database

- LS thanked GR for all of her work to date on uploading 25 documents on to the NIJF online policy database. LS invited Board members to review and advise of any missing information and also to send GR any documents from their areas of responsibility to be added to the database for completeness.

Clubmark

- Declan Steele advised GR that the clubmark programme has ended on 31st March 2021 (Year 4). It will not be replaced by any other specific programme although Sport NI are currently developing a range of club development materials which will be available to clubs and/or governing bodies in the near future.
- GR has asked Declan to add her to his circulation list and when the club development tools become available NIJF Clubs can access them.
- GR has also added the existing clubmark documents to the online policy database for NIJF records.
- Secretary's report proposed by PC and seconded by RBriggs.

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| 7 | <p><u>Sport NI- Effective Organisations Update</u></p> <p><u>Anti-doping</u></p> <ul style="list-style-type: none"> • NIJF website had been updated with new anti-doping guidance. • An anti-doping course will be arranged. |
| 8 | <p><u>Sport NI – Sporting Winners Update</u></p> <p><u>NIJF Regional Squads</u></p> <ul style="list-style-type: none"> • Regional squad templates will be circulated to the Board when finalised. <p><u>NIJF Performance Programme</u></p> <ul style="list-style-type: none"> • The Board discussed Olympic qualification in relation to the players in the NIJF programme. <p><u>Development of a Player Ranking System</u></p> <ul style="list-style-type: none"> • A player ranking system with senior players from 2019 is being developed. Work will be undertaken on putting a scoring system in place for events in NI and including junior and cadet players. • A current issue was identifying which NI players hold NIJF licenses and which players hold IJA licenses. • Agreed to present as provisional rankings. |
| 9 | <p><u>Sport NI Sporting Clubs & Commercial Manager Update</u></p> <p><u>Commercial Manager Update</u></p> <ul style="list-style-type: none"> • Update on meeting with Michael Cooke of Sport NI during the month and MC was impressed by the video programmes on the NIJF website. MC suggested if NJF can increase their membership then their funding through Sporting Clubs may be increased from £5k in 2021/22 to £10k in future years so there is a good incentive. |
| 10 | <p><u>Volunteering</u></p> <ul style="list-style-type: none"> • No report in month. |
| 11 | <p><u>Covid-19 Club Update</u></p> <ul style="list-style-type: none"> • Covid-19 restrictions have been eased and members are back playing Judo in clubs. • Player licenses are extended by 3 months from the date of their expiry and then for another 3 months after that. |

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| 12 | <p><u>NI Open 2021</u></p> <ul style="list-style-type: none"> • Confirmed that the NI Open will not be happening in 2021. • Discussed that the planning of competitions and events takes a minimum of 6 months. • All agreed that all NIJF competitions are scrapped in 2021. |
| 13 | <p><u>Safeguarding</u></p> <ul style="list-style-type: none"> • 5 points on Safeguarding were discussed. |
| 14 | <p><u>NIJF Inclusion Strategy 2021-25</u></p> <ul style="list-style-type: none"> • Judith Cooper, DSNI Inclusive Pathways Manager, had indicated that the NIJF Inclusive Strategy was forward thinking and that JC would like to use it as an example for other sports. All agreed. |
| 15 | <p><u>Conduct & Complaints</u></p> <ul style="list-style-type: none"> • An update was provided on conduct and complaints. |
| 16 | <p><u>Commonwealth Games Update</u></p> <ul style="list-style-type: none"> • No Commonwealth Games progress since last meeting. |
| 17 | <p><u>AOB</u></p> <p><u>First Aid</u></p> <ul style="list-style-type: none"> • Agreed that first aid course flyer can be added to the NIJF Facebook page. <p><u>Recreational Licenses</u></p> <ul style="list-style-type: none"> • Discussions had taken place with the Education Authority in the Limavady area as Limavady had been designated as an area of social need and a focus was being put on improving mental health in the area. Funding is available through the Education Authority to purchase recreational licenses from NIJF for each child involved. A discount of £10 per child was proposed if the children upgrade to a junior license in the year. This is a good way to increase the NIJF membership numbers and that the Board need to approve a recreational membership category. • Agreement with the principle of a recreational membership license category but the Board needed to consider issues which may arise in future as a result. • Queries on if there is anything in the NIJF articles of association that states the membership categories that NIJF adhere to and if any changes need to be tabled and approved by the membership at the AGM. • Suggestion that BJA recreational license is looked at to check what it covers. • Discussed if rather than the discount being £10 to upgrade to a junior license it could be a discount pro-rata of the year 1 term remaining. • Highlighted that the NIJF already have an introductory license membership category of 3 month duration and queried if the new |

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| | <p>proposed recreational membership category would be in addition to the proposed recreational license or would replace it.</p> <ul style="list-style-type: none"> • Suggested checking how many people are using the introductory membership and if no-one is using it then propose NIJF remove it. • Query on how the GoMembership system handles a £10 discount and who will be responsible for managing the discount and ensuring that the discount is properly applied. • Agreed to find out more on how a discount can be applied on the GoMembership system. <p><u>Complaint</u></p> <ul style="list-style-type: none"> • NIJF's response sent to Sport NI and feedback is expected. <p><u>NIJF Events Commission Proposal</u></p> <ul style="list-style-type: none"> • Proposal for a new NIJF Events Commission discussed. All agreed. • RBriggs suggested that AT is given permission to co-opt her own committee members. • Terms of reference need to be set up for the Events Commission.. • Pathway for officials to be added to the NIJF website. |
| 18 | <p><u>Next Meeting</u></p> <ul style="list-style-type: none"> • Next meeting on 20th July 2021 at 7pm at the Holiday Inn, Antrim. |
| 19 | <p><u>Closing</u></p> <ul style="list-style-type: none"> • MH thanked everyone for attending. |