



**Dublin City Sport & Wellbeing Partnership Advisory Board Meeting – Breviate of Draft Minutes**

**Monday 22<sup>nd</sup> October 2018 @ 4.00pm, Housing Conference Room, Floor 1, Block 3, Civic Offices, Wood Quay, D8**

**Attendees:** Antonia Martin, Shauna McIntyre, Richard Shakespeare, Rob Hartnett, John Gillick, Richard Fahey, Maurice Ahern, Fiona Coughlan, John Foley, Siobhán Fitzpatrick Sinéad McNulty, Seamus McGrattan, Dee O'Boyle.

**Apologies:** Fiona Coughlan, Michael Dawson, Mary O'Connor, Jim Beggan.

**Minutes by:** Dee O'Boyle

ITEM	SUMMARY	ACTION BY	TIMELINE
<b>1. Welcome &amp; Apologies</b>	<ul style="list-style-type: none"><li>➤ RH welcomed everyone</li><li>➤ Apologies given</li></ul>		
<b>2. Minutes for approval</b>	<ul style="list-style-type: none"><li>➤ Proposed by RF, Seconded by SMcG; Agreed.</li></ul>		
<b>3. Dublin Sportsfest</b>	<ul style="list-style-type: none"><li>➤ RH provided a brief overview of the Sportsfest event which ran from September 23<sup>rd</sup> – September 30<sup>th</sup>. A post-event review and evaluation will take place on Alan Morrin's return to assess what aspects of the event worked well and what areas can be improved upon if the decision is made to proceed with the event on an annual basis. RH asked from some comments from members of the group who attended Sportsfest events over the week;</li></ul>	RH, A Morrin. A Martin.	

	<p>Points to Note;</p> <ul style="list-style-type: none"> <li>➤ SMcG commented that for year one it was a great success but while the social media campaign and participation at the events were good the connection between the Sportsfest brand and the various events wasn't very strong for the general public attending the event. SMcN agreed that there were many positive aspects to the event and that the social media team did a great job but that the coverage on social media wasn't as strong as expected.</li> <li>➤ RH commented that it was important to get year one launched. The planned evaluation will be used as a bedrock of material to inform future decisions if the event goes ahead next year. A significant amount of revenue was invested in social media and in the more traditional uses of promotion.</li> <li>➤ RF noted that Templeogue Tennis club signed up 15-16 members after hosting a Sportsfest event so from its perspective it was a success.</li> <li>➤ Regarding the number of events over the week, RH noted that there was double the projected amount and that there is the possibility resources were stretched.</li> <li>➤ The group had a general discussion regarding the evaluation process and how to approach the process of measuring the impact of the event. Antonia informed the group that Alan has made contact with the main event partners and requested some informal feedback. A more formal feedback process may involve focus groups with the project team.</li> </ul>		
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	<ul style="list-style-type: none"> <li>➤ JG stated that objectives should be clearly defined at the start of the planning process and then measured against in the aftermath of the event.</li> <li>➤ RH concluded that the decision to proceed with the event will be made at the next board meeting in early 2019 following the evaluation process.</li> </ul>		
<p><b>4. Euros 2020 update</b></p>	<ul style="list-style-type: none"> <li>➤ Report circulated. RH explained that this item will remain on the agenda to ensure that the board is kept aware of progress. RS briefed the group on current developments;</li> </ul> <p><b>Euro 2020</b></p> <p>Points to note;</p> <ul style="list-style-type: none"> <li>• Dublin will host the UEFA draw on 2<sup>nd</sup> December 2018 in the convention centre over a 9 day period. During previous Euro competitions UEFA employed locals directly but this is no longer the case. DCC and the FAI will employ locally to oversee certain jobs. The recruitment of volunteers for the draw is ongoing and a further recruitment drive will then take place prior to the competition.</li> <li>• A football exhibition celebrating Irish Football history will also launch at the end of November.</li> </ul> <p><b>Dalymount</b></p> <p>Points to note;</p> <ul style="list-style-type: none"> <li>• Redevelopment plans for a 6,000 seater UEFA Grade 3 stadium have been agreed. A British company with experience of working on smaller stadium</li> </ul>	<p>RS</p>	

	<p>projects has been engaged. A working group is in place to make decisions around the structure of the stadium. The site will also be home to the new Phibsborough library.</p> <ul style="list-style-type: none"> <li>• The next stage will be to put out to tender for the design team. The estimated completion process at the moment is 2023 which would coincide with the under 23 European Championships.</li> <li>• A rough estimate of the overall cost including inflation and construction is 34 million. This will include the cost of the library.</li> </ul> <p>Following the update MA asked if there was any further information on the future of Tolka Park. RS responded that DCC now own the park in addition to Dalymount. Bohemians and Shelbourne FC will share the grounds before both teams move to the shared facility in Dalymount at the conclusion of the refurbishment .</p>		
<p><b>5. Sport Ireland Grant Submission</b></p>	<p>Documentation circulated to the group outlining the following;</p> <ul style="list-style-type: none"> <li>• Operations Plan</li> <li>• Staff Funding</li> <li>• Dormant Accounts</li> </ul> <p>Points to Note;</p> <ul style="list-style-type: none"> <li>• Antonia explained that as per information outlined at the previous meeting, the application process for core funding asked for information on the full budget of the LSP in contrast to previous years.</li> <li>• Closing date for receipt of applications for the Sport</li> </ul>	<p>A Martin/S McIntyre</p>	

	<p>Inclusion &amp; Integration Officer was Thursday 11<sup>th</sup> October. 87 applications were received. The decision was made to merge the inclusion and integration roles. Sanction has been received for two positions. HR is to revert with dates for the interview process.</p> <ul style="list-style-type: none"> <li>• S McIntyre asked for an update on progress of the Cultural I.T. Audit which will be central to assessing gaps and maximising opportunities for the delivery of services going forward. RS responded that there have been challenges for Cultural I.T since the outset of the project and a timeline is not yet known. A significant amount of information has been collated to date but the challenge will be how to present that information.</li> <li>• Group advised by RH to look at the funding material circulated and come back with feedback via email.</li> <li>• The group discussed the upcoming website and the need for a greater online presence to promote services. RS advised that it will be launched by the end of the year.</li> </ul>	Board members	
<b>6. National Sports Policy</b>	Documentation circulated to group prior to meeting. RH advised that the Sport Leadership Group has not been confirmed as of yet. Once the membership has been announced a discussion can ensue around the policy.		
<b>7. Terms of Reference</b>	➤ RH asked the group to consider representation on the board for the next meeting given the fact that the Partnership is now in existence for 3 years. Issues of continuing and future representation from outside bodies will also be reviewed at the meeting in the new year.	Board Members	

<b>Other</b>	<ul style="list-style-type: none"><li>➤ Details of 2019 meetings will be circulated before the end of 2018.</li> <li>➤ SMCN suggested that consideration be given to establishing sub-groups to focus on specific issues that can be escalated to the main group.</li></ul>		
	<b>Next meeting – TBC.</b>		