



Kingspan Stadium Community Committee



Terms of Reference

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Approvals

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MARLENE DODDS	Cregagh Community Association	CHAIRPERSON CREGAGH. C. A	M. Dodds	6/3/17
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Revisions

Rev:	Description:	Signed (Chairperson):	Release Date:

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2. Committee Name:

- 2.1 The name of the Committee shall be Kingspan Stadium Community Committee (hereafter referred to as the 'Committee'.)

3. Mandate for the Committee:

- 3.1 The Committee is established to receive, discuss and address concerns of the local community regarding the operation of the Kingspan Stadium and its impact on the local area.

4. Committee Scope

- 4.1 The Committee will receive, discuss and address the concerns of the local community regarding the operation of the Kingspan Stadium and its impact on the local community.
- 4.2 The scope of the Committee will cover, but is not limited to, the following:
- The use and operation of the stadium for rugby & other events
 - Policing and stewarding of events within and around the stadium
 - Noise & light disturbance
 - The physical presence of the stadium and its impact on neighbouring properties
 - Proposed changes to the operation or development of the stadium
 - Littering and cleaning within and around the stadium
 - Licencing and sale of alcohol within the stadium
 - Ingress and egress of attendees at events
 - Traffic control and parking related to events at the stadium
 - Access by residents and guests around the stadium and through neighbouring roadways during events.
 - Ulster Rugby local community involvement
 - Access by emergency services for the stadium and for residents in surrounding areas
 - Benefits to local residents

5. Committee Make-up

- 5.1 The Committee will have the following membership and composition
- 5.1.1 Chairperson (appointed by the Committee)
 - 5.1.2 3 from Cregagh Community Association
 - 5.1.3 3 from Ravenhill Residents Association
 - 5.1.4 2 from IRFU Ulster Branch (Ulster Rugby) Management
 - 5.1.5 PSNI
 - 5.1.6 Up to 2 MLA's from East Belfast
 - 5.1.7 Up to 2 MLA's from South Belfast
 - 5.1.8 2 from Belfast City Council (1 from each ward)
 - 5.1.9 Non-executive Secretarial Support (if required for minutes etc.)

- 5.2 All representatives appointed to the Committee must have the appropriate delegated responsibility and authority to act for the organisations they represent.
- 5.3 The Committee key stakeholders have the authority to invite individuals and representatives from other appropriate organisations to attend meetings in a non-executive capacity.
- 5.4 Representatives of Kingspan (stadium sponsor) will be informed of and are welcome to attend meetings at their own behest.

6. The Committee Operations

- 6.1 The Committee will meet 4 times per year, though additional meetings may be arranged by the Committee if required or requested by key stakeholders.
- 6.2 A minimum quorum of five will be required for a meeting of the Committee which will include at least one representative from each of the two Residents Associations and one from Ulster Rugby.
- 6.3 Correspondence from local residents regarding issues and complaints are to be brought to the Committee, whether submitted through a Committee member, Ulster Rugby, or independently by any other means.
- 6.4 The Committee will hold an Annual General Meeting at least once a year, widely advertised and open to all residents and stakeholders in the local area.
- 6.5 On receiving recommendations from Committee members, representatives of the key stakeholders in question will be required to respond by the next planned meeting or at another time suitable to all parties.
- 6.6 The Committee shall inform the Department for Communities regularly of the progress of the Committee.
- 6.7 In the event of an intractable issue at Committee, the Department for Communities (primarily) will be requested to advise on an escalation process to help resolve the specific issue. Other escalation routes may be applied as appropriate.
- 6.8 The Residents Associations Representatives are responsible for reporting back to their relevant associations on progress, minutes and issues at Committee.
- 6.9 Ulster Rugby Representatives are required to report back to The IRFU Ulster Branch Development Committee on progress, minutes and issues at Committee.
- 6.10 The Committee, at its first meeting, will establish an agreed agenda and means of recording, agreeing and distributing minutes.

7. Finance

- 7.1 It is not expected that the Kingspan Stadium Community Committee shall incur any significant financial overhead, but if costs are incurred by the Committee, Ulster Rugby will meet any reasonable costs.

8. Communications

- 8.1 Committee activities will be published to as wide an audience as possible using both Residents Associations and Ulster Rugby resources and outlets.
- 8.2 Minutes of all meetings will be available on request to any interested parties through the Residents' and Ulster Rugby's Representatives.

9. Changes to the Terms of Reference

- 9.1 These Terms of Reference are agreed and signed up to by the representatives of Ulster Rugby, Cregagh Community Association and Ravenhill Residents' Association as recorded on page one of this document.
- 9.2 Following initial agreement and signatures any revisions of the Terms of Reference must have the full agreement of the Residents Associations' representatives on the Committee, and I.R.F.U. Ulster Branch.

