



**WATERFORD**  
SPORTS PARTNERSHIP

*Supporting  
Activity and Sport For All*

— SPORT IRELAND —

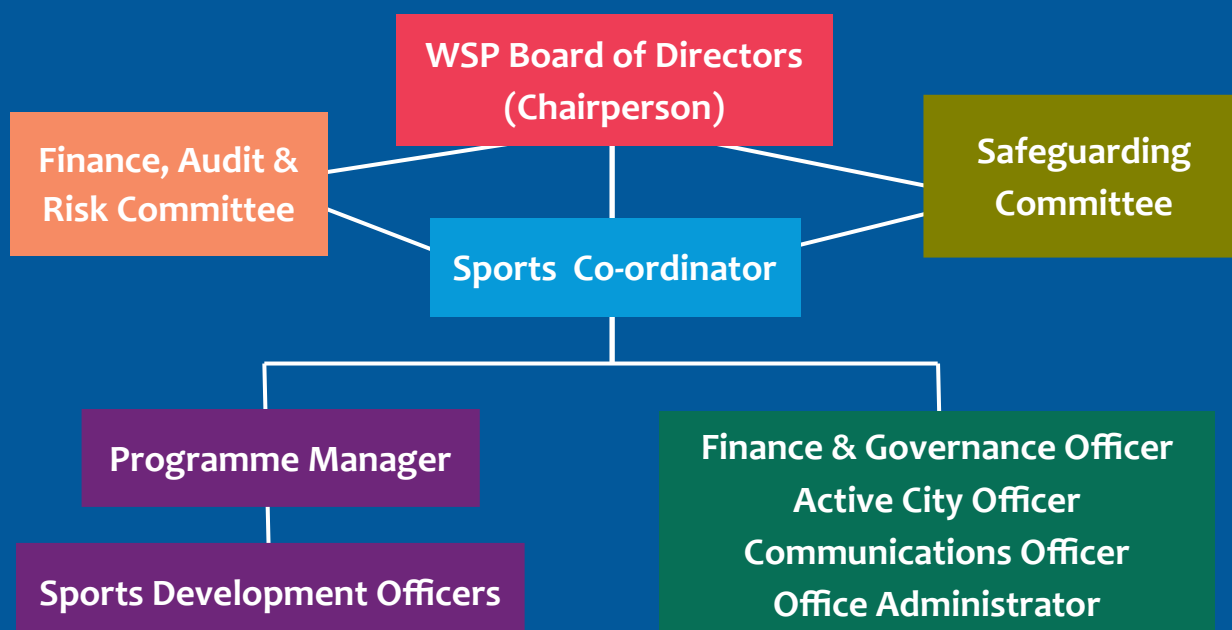
# Annual Report 2021



**SPORT IRELAND**  
LOCAL SPORTS PARTNERSHIPS

Name of the organisation:	Waterford Sports Partnership CLG
Organisation Type:	A company limited by guarantee
Sports Exemption Number :	G.S. 001674
Company number:	378713
Registered Office:	Civic Offices, Davitt's Quay, Dungarvan, Co. Waterford
Auditor:	John B. White & Co., Church Street, Dungarvan, Co. Waterford
Principal Bankers:	Bank of Ireland, Grattan Square, Dungarvan, Co. Waterford
Solicitors:	Lanigan & Curran Solicitors, Cross Bridge St., Dungarvan, Co. Waterford
Directors:	Mr. Neil O'Sullivan – Chairperson Ms. Elaine Mullan – Vice Chairperson (resigned 24/9/21) Mr. Mark Fitzgerald – Company Secretary Mr. Don Tuohy - Treasurer (resigned 12/1/22) Mr. Terry Hayes Ms. Elaine Dunne (resigned 20/1/22) Ms Susan Scully (resigned 11/6/21) Cllr. Pat Nugent Cllr. Joe Kelly Mr. Stephen Whelan Mr. Liam O'Donnell (resigned 11/6/21) Mr. Eoin Breathnach Mr. Michael O'Brien Mr. Austin Flavin

## Waterford Sports Partnership ORGANISATIONAL STRUCTURE



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## Chairperson's Statement



Is mór an onóir dom an tuarascáil bhliantúil seo a chur i láthair thar ceann Chomhpháirtíocht Spóirt Phort Láirge.

2021 saw the easing of some COVID19 restrictions. However, there were still many challenges and obstacles preventing a full range of activities occurring while also having reduced participant numbers for these events.

As chairperson, on behalf of the Board of Directors, I wish acknowledge our appreciation of our staff team who innovated and adapted to these difficult circumstances and delivered a large number of diverse and interesting training, exercise and activity programmes.

We continued to review and implement our exciting Strategic Plan which spans the years 2018-2022. As a Board we regularly engage with our Co-Ordinator and her staff team to ensure that our Plan is informed and updated in light of their experiences and views. A particular highlight was our annual board/staff workshop which gives us all an opportunity to work together to ensure that we are achieving the best outcomes for our many stakeholders.

As always, I would like to take this opportunity to extend my sincere gratitude to our Coordinator, Rosarie Kealy, all our staff members, tutors, board members and all our funding partners for making Waterford Sports Partnership the excellent organisation it is today and will be in the future. We continually strive to get more people, more active, more often.

2021 was a significant year on our Governance journey. Many workdays and hours were invested by the staff and the board in reviewing policies and procedures. I am delighted to report that we achieved full compliance with all our Governance requirements with Sport Ireland by end of year as required. This represented a significant body of work but we are a better organisation, confident in our abilities and operations as a result of this achievement.

Gender and indeed diversity issues in general are very much on our agenda at board level as well. During the year five directors left us: Elaine Dunne; Elaine Mullan; Liam O'Donnell; Susan Scully and Don Tuohy. Each and every one of them gave us exemplary service and commitment and will be sadly missed. Sadly, by the end of January 2022 we do not have any female directors. The Board, working with the Coordinator, has begun the recruitment process for new directors with a clear emphasis on achieving improved gender representation; diversity and skills sets.

The Board has also conducted a self-evaluation exercise. The findings from this exercise, whilst overwhelmingly positive, do identify some areas for improvement and we will address these issues over the coming year.

There have been some staff changes as well. Louise Barry left the team early in the year and we wish her every success in the future. Peter Jones has moved to a new role as Programme Manager, Jenny Brookes was appointed to the new Finance & Governance Officer post, Elaine Mullan to the new Active City Officer post and Sinéad Brannigan returned to WSP as Community Sports Development Officer. These new roles and appointments, combined with the commitment and experience of the wider team, are essential to the growth and governance of the organisation.

I look forward to another active and rewarding year for WSP in 2022.

  
**Neil O'Sullivan**  
Chairperson



## Co-ordinator's Statement



I welcome the publication of the Waterford Sports Partnership Annual Report 2021, another challenging year for sport and indeed wider society. Having said that, the continuing importance of sport and physical activity in helping people cope with the challenges of the pandemic and in encouraging people to re-emerge as restrictions began to lift was very apparent throughout the year.

WSP, together with the sporting community, responded with innovative ways to create opportunities for participation with a particular focus on the most vulnerable groups. WSP's Strategic Plan 2018 – 2022 informed our work in 2021 while nationally we were guided by the National Sports Policy 2018-2027, the Sport Ireland Participation Strategy and the National Physical Activity Plan.

This report sets out the highlights under each of our strategic goal areas and shows that, despite the challenges in the external environment, we continued to deliver on the goals set out in our Strategic Plan 2018-2022 in an adapted, creative, inclusive and progressive way.

As we emerge from the pandemic with less uncertainty in the external environment, we will continue to support people to be active in 2022, by using a variety of communications and delivery platforms, focusing on the outdoors and helping those individuals and organisations most in need to get back to activity.

I would like to acknowledge Sport Ireland for their ongoing support and guidance and the network of Local Sports Partnerships around the country for their positive engagement during the year. I would like to thank all our funders for their ongoing investment and support in 2021.

On behalf of Waterford Sports Partnership, I would like to acknowledge and sincerely thank all the partner agencies, organisations, schools and clubs, staff, volunteers and tutors, who contribute to the successful delivery and accessibility of sport and physical activity opportunities at a local community level. These individuals and organisations continue to play a vital role in connecting people and communities now more than ever.

I wish to express my appreciation to WSP Chairperson Neil O'Sullivan, the Board of Directors and the Board committees for their work, support and guidance in successfully overseeing the organisation through another challenging year. In particular, I acknowledge the input and commitment given by the Board to achieve full compliance with the Governance Code for Sport in 2021. A sincere thank you to Susan Scully, Liam O'Donnell and Elaine Mullan, who left the Board in 2021 and to Don Tuohy and Elaine Dunne who left in January 2022. Their valuable input and support over many years is gratefully appreciated.

I would like to finish by thanking the WSP staff for their resilience, commitment and contribution which was demonstrated over and over again in 2021.

The key outcome sought from the work of WSP is to have 'More Waterford people participating in sport and physical activity and enjoying that participation' and this report reflects significant progress in achieving this through positive collaboration with all our stakeholders and we look forward to continuing to work towards increasing participation in 2022.

Rosarie Kealy

A handwritten signature in black ink that reads "Rosarie Kealy". The signature is fluid and cursive, with the first name and last name clearly distinguishable.

**Rosarie Kealy**  
**Co-ordinator**

# SECTION 1

## Governance & Structure



## SECTION 1: GOVERNANCE & STRUCTURE

### Our Governance Structure

Waterford Sports Partnership Company Limited by Guarantee, commonly known as Waterford Sports Partnership (WSP), was incorporated in November 2003.

The WSP constitution (last updated in 2016) deals primarily with the functioning of WSP as a legal entity (i.e. as a company). WSP is governed by a **Board of Directors** from local agencies and community organisations with representation and membership as set out in the WSP Constitution.

The WSP Board is responsible for the strategic direction of the organisation and for monitoring and reviewing the delivery of the WSP Strategy.

*The directors who served during 2021 were as follows:*

### WSP Board Membership

Our Board is made up of representatives from the following organisations:



ORGANISATION	NAME	APPOINTED/RESIGNED	SPECIFIC ROLE/COMMITTEE MEMBERSHIP
Co-opted Member	Mark Fitzgerald	16/06/2016	Company Secretary / Finance, Audit & Risk Committee member
Co-opted Member	Neil O'Sullivan	05/02/2016	Chairperson of WSP Board / Finance, Audit & Risk Committee member
Health Service Executive	Susan Scully	15/04/2005 to 11/06/2021	
Waterford PPN - Community	Terry Hayes	03/10/2019	Chairperson of Finance, Audit & Risk Committee
Waterford PPN - Disability	Elaine Dunne	17/01/2007 to 20/01/2022	Finance, Audit & Risk Committee member
Waterford PPN - Sport	Liam O'Donnell	16/06/2017 to 11/06/2021	
Waterford PPN - Youth	Eoin Breathnach	15/04/2016	Safeguarding Committee member
Waterford Area Partnership	Stephen Whelan	27/03/2019	Safeguarding Committee (sub)
Waterford City & County Council - CEO nominee	Don Tuohy	06/09/2007 to 12/01/2022	WSP Treasurer / Finance, Audit & Risk Committee member /Safeguarding Committee member
Waterford City & County Council - Elected Member	Joe Kelly	02/04/2020	
Waterford City & County Council - Elected Member	Pat Nugent	07/06/2019	
Waterford Institute of Technology	Elaine Mullan	15/04/2016 to 24/09/2021	Vice Chairperson of WSP Board
Waterford Leader Partnership	Austin Flavin	01/09/2020	
Waterford & Wexford Education & Training Board	Michael O'Brien	31/03/2020	



Pictured here (from l to r)  
 Top row: Rosarie Kealy (Co-ordinator), Elaine Dunne, Terry Hayes, Stephen Whelan  
 Second row: Cllr Joe Kelly, Michael O'Brien, Susan Scully, Cllr. Pat Nugent.  
 Third row: Don Tuohy, Eoin Breathnach, Austin Flavin, Elaine Mullen.  
 Bottom row: Mark Fitzgerald, Neil O'Sullivan.



## SECTION 1: GOVERNANCE & STRUCTURE

The Constitution does not provide the level of detail required for the day-to-day operations of the organisation. During 2021, WSP, in partnership with the eight other incorporated Local Sports Partnerships (LSPs) and supported by the Institute of Public Administration (IPA), updated and finalised the organisation's governance framework and associated policies.



### Governance Code for Sport

A Code of Practice for  
Good Governance of Sport  
Organisations in Ireland

WSP's governance framework is aligned with The Governance Code for Sport, which is overseen by Sport Ireland, and full compliance was achieved in December 2021.

The Board met six times by zoom on the following dates in 2021 - 5/2/21, 16/4/21, 11/6/21 (including the AGM), 24/9/21, 1/10/21 and 26/11/21. The board also met for an IPA Governance Training Workshop on 30/4/21. The Board and staff also held its annual review/planning workshop on zoom on 14/12/21. Board meeting and board committee attendance details are set out in Appendix 1 to 3.

### *Two committees support the board in its work:*

The **Finance, Audit & Risk Committee (FARC)**, supports the Board and the Co-ordinator regarding policy initiation, monitoring of operational plans and Finance/Human Resource support. The committee met on eight occasions over the course of 2021 on 27/1/21, 31/3/21, 8/6/21, 20/9/21, 29/9/21, 22/10/21, 18/11/21 and 13/12/21. A new Terms of Reference for FARC was put in place in early 2021.

The **Safeguarding Committee** considers and makes decisions with respect to child and vulnerable persons safeguarding concerns. This includes allegations of a general nature in regard to children and vulnerable persons in addition to its role in considering vetting applications, disclosures and/or returns referred to the WSP Contact Person by Sport Ireland. The committee met by zoom on 15/11/21.

Responsibility for the day-to-day operations of the organisation rests with the Sports Co-ordinator and staff. The Sports Co-ordinator attends meetings of the Board, by invitation of the Board, and is not a Director of the Company. The Company Secretary is a member of the Board. Another member of staff attends the meetings to take minutes.

### Financial and Operational Governance

WSP operates with the support, investment and leadership of Sport Ireland at National level. At local level, in addition to being responsible for strategic direction, the WSP Board is responsible for creating an environment for the cohesive development of sport and physical activity opportunities in Waterford.

We acknowledge our main funders; Sport Ireland, Waterford City & County Council, Dormant Accounts, Waterford & Wexford ETB/Department of Children, Equality, Disability, Integration & Youth, Healthy Ireland and the HSE. In order to deliver on our strategy, we need to, at a minimum, retain current funding levels while also securing increased resources from these and other potential funders. The implementation of the strategy is managed by the Co-ordinator with the support of the WSP team. WSP staff work closely with partners to ensure the quality development of WSP activities. An Annual Budget and Operational Plan, informed by the overall goals and objectives of the strategy, is developed by the WSP team and approved by the Board and Sport Ireland. Strong leadership by the WSP Board and staff underpins implementation while collaboration and strong local and national partnerships are central to our approach. The WSP Board monitors and reviews the delivery of the strategy and takes into account any change in priorities or resources available.

**As a company, WSP is required to be audited annually. Our 2021 Financial Statements set out our financial position and are included in Section 5 of this report.**



### Waterford Sports Partnership Team 2021

The **WSP Team** is employed to carry out the work of WSP and to work with our many partners to support and develop opportunities to participate in sport and physical activity in Waterford. We have two offices, one in the Civic Offices in Dungarvan and one in the Regional Sports Centre, Cork Road, Waterford.



**Rosarie Kealy**  
Sports Co-ordinator



**Peter Jones**  
Programme Manager



**Jenny Brookes**  
Finance & Governance Officer



**Elaine Mullan**  
Active City Officer



**Karen Phelan**  
Communications Officer



**Suzanne Baumann**  
Office Administrator

Our Sports Development Team is responsible for the development, delivery and promotion of sport and physical activity for the people of Waterford. They work to develop targeted initiatives with various community based organisations to promote the participation of young people, older adults, women and teenage girls, people with a disability, men and disadvantaged and minority groups in sport and physical activity. They also support local sports clubs and coaches with a particular focus on training and education.



**Pauline Casey**  
Sports Development Officer  
& Sports Inclusion Disability  
Officer



**Brian O'Neill**  
Youth Sports  
Development Officer



**Rachel Sinnott,**  
Community Sports  
Development Officer



**Sínead Brannigan**  
Community Sports  
Development Officer



# SECTION 2

## Our Purpose

OUR VISION, MISSION & GOALS





## SECTION 2: Our Purpose

**Our Vision:** “Waterford – Active People, Active Place”

**Our Mission Statement:**

Our Mission is that, together, we make Waterford a place that has a positive culture of people playing sport and being active. We want people to enjoy participating and the many benefits it brings to their health, happiness and our community.



### Goal 1 – Active People

To support the provision of a wide range of opportunities for people to participate in sport and physical activity in a variety of places.

### Goal 2 - Active Network

To support and strengthen the capacity of the network of people and organisations who facilitate sport and physical activity in Waterford.

### Goal 3 - Active Engagement

To communicate clear and consistent messages and positively promote sport and physical activity opportunities.

### Goal 4 - Active Management

To lead and influence a culture of participation, good governance and competent operations.

**Outcome** - More Waterford people participating in sport and physical activity and enjoying that participation.

## SECTION 2: Our Values

### *Our Core Belief about sport and physical activity . . .*

Our core belief is that participation in sport and physical activity is good for the individual, families and the community. It brings people together. It is good for physical, mental, emotional and social health and wellbeing and contributes to a better quality of life. We want people to have opportunities to participate at their chosen level. We believe sport and physical activity enrich lives.

WSP recognises that the manner in which we approach our work, internally and externally, is of critical importance in realising our goals and objectives.

In December 2021, over two facilitated workshops, the WSP Board and staff reviewed WSP's Core Values and associated behaviours. The following are the core values and associated behaviours that underpin our work:

VALUE	ASSOCIATED BEHAVIOUR
Respect	We will cultivate an awareness of the impact of words and actions on others and use words and actions to maximise positive and minimise negative impact.
	We will seek to listen to others without having a pre-determined position and seek to understand and respond to their perspective.
	We will respect the time of all by being punctual, prepared for each engagement and effective in how time is used.
	We will recognise that others may have values and beliefs which are different to our own and are worthy of respect.
Trust	We will engage with collaborators and partner organisations in a spirit of trust while maintaining such checks and balances as are demanded by good governance.
	We will take personal responsibility for our own decisions and actions and not seek to deflect the consequences away from us.
	We will act in an ethical manner and provide an honest return for invested resources.
	We will avoid deliberate misrepresentation of others' points of view.
Relationships	We will be conscious that our engagements require the establishment and maintenance of positive, effective and respectful relationships and will pursue those engagements in that context.
	We will be transparent at all times in our dealings with individuals and groups within and external to WSP.
Inclusion	We will consciously consider the impact of our words and actions on excluded and marginalised groups and individuals and consider what actions are needed to maximise engagement and access to our services and activities.
	We will approach our work in a spirit of embracing diversity and promoting equality of service.
	We will monitor our behaviour towards socially excluded groups and individuals to eliminate unconscious bias and to achieve and maintain best practice in this regard.
	We will consciously seek to ensure that by our own behaviour all feel welcome to engage with us and participate in our activities.
Fun	In designing our programmes and activities we will recognise the importance of a positive experience and prioritise enjoyment in the sporting and physical activity and in the environment and manner in which we work.
	While we will address serious matters in a serious manner, we will seek to do so with a relaxed and positive attitude.
	We will seek to engage with all stakeholders in a positive manner which maximises positive returns to all.

## SECTION 2: The context in which we work

What we do . . .

We focus our efforts on increasing the participation of those with low participation rates from a number of target groups . . .

- Young people and youth at risk
- People with a Disability
- Women and teenage girls
- Men
- Older Adults
- Disadvantaged people
- Ethnic Minority

while also supporting those who promote participation in sport and physical activity . . .

- Volunteers
- Sports coaches and instructors
- Club officials and administrators
- Physical activity leaders
- Community leaders
- Teachers
- Health workers

in many different places . . .

- Sports Clubs
- Schools
- Communities
- Commercial and public facilities
- The natural environment

### The context in which we work . . .

WSP operates with the support, investment and leadership of Sport Ireland (SI) and we support SI to realise their sports participation objectives locally. We are also guided by the National Sports Policy 2018-2027, the National Physical Activity Plan for Ireland and the Healthy Ireland Framework. We are guided at local level by the WSP Strategic Plan 2018-2022 and the ongoing input of our partners.

### The National Sports Policy and Local Sports Partnerships . . .

On the 25th July 2018, the Department of Transport, Tourism and Sport launched the 2018-2027 National Sports Policy. The Programme for Government has clearly set out new and ambitious objectives for sport to deliver on, most notably in the sports participation goals, which increased from 50% of adults regularly playing sport, as set out in the 2018 National Sports Policy to 60% of adults regularly playing sport by 2027. To achieve this, the policy highlights the need to tackle participation gradients by targeting groups in our society that participate significantly less than the overall average. These include people with disabilities, people from lower socio-economic backgrounds, women and girls and ethnic minority groups, such as the Traveller community.

The National Sports Policy recognises the key roles played by the Local Sports Partnerships in sports participation and how they can assist in the delivery of the participation actions set out in this Policy. The National Sports Policy has a total of 57 actions, 26 of which relate to sports participation. Fundamental to delivering on the Participation Actions of the National Sports Policy is increasing the capacity of the sports sector to deliver, especially the Local Sports Partnerships (LSPs) and the smaller National Governing Bodies of Sport (NGBs).

*“The LSP network plays a vital role and has been tasked, in particular, with increasing participation levels in sport and physical activity, especially among those sectors of society that are currently underrepresented in sport. Their capacity to remove barriers and ensure that opportunities for participation in sport are progressive, innovative and fully inclusive at a local level is a unique and valuable strength.”*

– National Sports Policy 2018-2027



# SECTION 3

## What we achieved in 2021 . . .





## With our partners, our key achievements for 2021 include:

### PARTICIPATION



**1,163** girls/women  
took part in **36** initiatives



**149** men took  
part in **13** initiatives



**278** older adults took  
part in **20** initiatives

#### Schools/Young People:

**1,071** students took part in **12** initiatives for **46** Schools/Organisations including:

**465** students took part in Come & Try Orienteering

**527** youth at risk took part in **4** initiatives

**9** Schools took part in our Online Skipping Programme\*

**6** Primary Schools availed of Playground Markings\*

**1339** took part in **24** Waterford Bike Week Events

**160** took part in National Play Day

**60** people took part in Family Orienteering Events

**210** took part in Operation Transformation online

Over **5370** participants in  
**219** initiatives including:



**316** people with a disability took  
part in **30** initiatives

Cappoquin, Lismore, Villierstown  
Sport & Physical Activity Hub

**528** participated

in **53** Hub Events

**38** men took part in **5** Men's Health Week Activities

**11** men took part in a Tennis Programme

**20** participated in Positive Ageing Week Activities



## Capacity Building and/or collaboration with **over 180** organisations

including providing Clubs/Groups with WSP funding supports and club development/grant application assistance, working with NGBs and local community organisations to develop, facilitate and support initiatives.

### TRAINING

**Over 790** coaches, volunteers, community leaders  
and teachers supported in education and training including:

**259** attended **22** Safeguarding Courses

**11** attended First Aid Training

**10** attended Mountain Navigation Skills Training

**9** attended Activator Pole Tutor Training

**15** attended Ride Leader Training

**79** attended **5** Disability Awareness Training Courses

**88** attended Get Autism Active Training

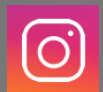
**301** attended **10** coach/volunteer support training  
events



**33,156**  
visits to website



**5,733**  
followers



**1,339**  
followers



**339**  
followers



**30+** Videos Produced  
**1,491** Views



**154** people downloaded  
our SportsAbility Podcast Series

### ENGAGEMENT

## WHO WE TARGET . . .

Young People & Youth at Risk | People with a Disability | Women & Girls | Men | Older Adults  
Disadvantaged People | Ethnic Minorities | Sport Club Coaches & Volunteers.

## Over **€775,000** of **FUNDING** secured for Waterford in 2021 including:

€466,913 : Sport Ireland | €131,955 : Dormant Accounts via Sport Ireland

€100,836 : Waterford City & County Council | €54,368 : WWETB/DCYA

€7,650 : HSE | €2,000 : Go for Life | €2,000 : Waterford Area Partnership

Please note – 'Participant' figures may include individuals counted more than once where they have participated in more than one initiative.

\* school population numbers benefiting from these initiatives are not included in the total above



# GOAL 1: ACTIVE PEOPLE -

## Many Opportunities, Many Places.

To support the provision of a wide range of opportunities for people to participate in sport and physical activity in a variety of places.



### We had a very comprehensive plan in place for 2021 to:

- ⇒ Provide and support opportunities for *everyone* to participate in sport and physical with a focus on low participation groups including people with a disability, women, men, older adults, ethnic minority groups and disadvantaged communities
- ⇒ Develop and support accessible opportunities for people with a disability by working in partnership with disability organisations and national governing bodies of sport. We needed to respond to the challenges the pandemic created for people with a disability and adapt what we could offer and how to deliver this effectively in order to achieve sustainability
- ⇒ Develop our use of multiple platforms in supporting people to be physically active. The use of hybrid programmes, online and video programmes in partnership with face to face programmes.
- ⇒ Support activities, events and initiatives with a focus on utilising national trigger events to increase engagement and longer term participation in sport and physical activity
- ⇒ Provide information on opportunities and places to participate in sport and physical activity
- ⇒ Support and enable more opportunities to participate in sport and physical activity in our West Waterford rural hub by working with sports clubs, community and commercial facility operators to develop sustainable opportunities.
- ⇒ Focus on creating sustainable activities for all target groups in our Carrickphierish Sports Hub now that funding has ceased.
- ⇒ Promote accessibility and inclusion in the usage of the natural and built environment and outdoor amenities.





## GOAL 1: ACTIVE PEOPLE

The impact of COVID-19 was felt throughout 2021 and we adapted to changes in government restrictions as the year progressed. The pandemic continued to have a significant impact on some of our target groups, most notably youth at risk, disability and older adults. However, this encouraged us to be more creative in finding ways to reach these target groups and positively impact their physical activity levels.

### 2021 CHALLENGES

- ⇒ Young People - lockdowns and government restrictions limited the activities (no indoor activities) WSP could deliver for young people.
- ⇒ Disability – The different protocols across the sector proved challenging in addition to people being nervous of face to face contact when restrictions allowed.
- ⇒ Older Adults - encouraging older people that have stepped back from society as a result of COVID-19 restrictions to reengage in activity.
- ⇒ Schools – Pressure on schools due to government lockdowns and COVID protocols meant physical activity programming opportunities were limited.
- ⇒ Men – Online programming did work to a degree, but there was a decrease in numbers due to lack of ‘craic’ from face to face contact.

2021 CHALLENGES	2021 RESPONSE
Different protocols for different sectors e.g. Disability/NGBs/Youth Sector/Education/ LSPs	WSP developed general protocols and put in place robust protocols liaising with relevant organisations allowing for participation. WSP managed to increase the number of disability programme from 7 in 2020 to 20 in 2021.
Transport restrictions particularly for disability and youth services	Liaisons with both sectors about protocols and offering alternative opportunities through hybrid approaches, videos and signposting
Indoor based services/activities were particularly challenged	Development of the use of outdoor space as a venue and at home sport specific video challenges
Access to venues, indoor and outdoor, was extremely limited or unavailable	Robust risk assessment in place with a focus on outdoor venues
Increased responsibility on clubs and volunteers	Support for clubs through online training and creating partnerships with NGB's, organisations and clubs
Lack of availability of tutors for programmes and courses	WSP evolved learning to include online/hybrid and zoom and also undertook a recruitment drive for tutors
Restrictions on training and education opportunities for teachers and staff members	Development of education opportunities online
Swimming pools closed	We liaised with Swim Ireland to promote open water swimming. 256 people took part in 17 training programmes in 4 locations
Technology challenges for many	With people now used to online learning/programmes, there was greater engagement in 2021 although still not at the level pre-pandemic.
Older adults and the most vulnerable slow to return	The use of the outdoor for this cohort enabled us to deliver 20 programmes to 278 older adults with some programme incorporating online learning.



## GOAL 1: ACTIVE PEOPLE

### 2021 highlights!

- ⇒ Increase in programmes from 55 in 2020 to 243 in 2021 with an additional 2,023 people taking part in 2021 programmes.
- ⇒ Moving a number of activities online so young people could still engage in physical activity.
- ⇒ Being a service that older people could trust to provide safe physical activity and social opportunities during ongoing and quickly changing COVID-19 restrictions.
- ⇒ Opportunity to experiment with online tools to deliver men's programmes.
- ⇒ Continued development of suitable online resources for all target groups
- ⇒ Use of trigger events as springboard for WSP activities. We increased the number of events from 14 in 2020 to 64 in 2021 with an additional 1,143 people taking part.
- ⇒ Development of the Waterford SportsAbility Podcast Series and SportsAbility Month.
- ⇒ Development of opportunities for women in 2021. We increased the number of programmes from 6 to 36 to and from 521 to 1163 women. This also included the first 'Her Outdoors Week'.
- ⇒ Great development in our West Waterford Rural Hub with 53 activities catering for 533 local people.

TARGET GROUP	2021		2020	
	NO. OF PARTICIPANTS	NO. OF INITIATIVES	NO. OF PARTICIPANTS	NO. OF INITIATIVES
Pre-Schools/Schools	1,071	44	1,097	7
Youth at Risk	527	11	348	3
Women/Teenage Girls	1,163	36	521	6
Men	149	13	234	5
Older Adults	278	20	222	7
Disability	316	30	231	5
Public Events/Other	1,769	33	1,037	13
Community Sports Hubs	588	56	134	8
Workplace Activities	-	-	14	1
	<b>5,861</b>	<b>243</b>	<b>3,838</b>	<b>55</b>

EVENT	2021		2020	
	NO. OF ACTIVITIES /EVENTS	NO. OF PARTICIPANTS	NO. OF ACTIVITIES /EVENTS	NO. OF PARTICIPANTS
Bike Week	13	144	6	78
Bike Week Community Groups	11	1195		
Positive Ageing Week	11	82	2	35
Men's Health Week	6	53	3	54
National Play Day	4	160	1	156
Operation Transformation	1	210	2	529
SportsAbility Week	9	78		
HER Outdoors Week	9	73		
	<b>64</b>	<b>1995</b>	<b>14</b>	<b>852</b>

### The positives...

- ⇒ Opportunity to explore new activities for disability organisations.
- ⇒ Exploration of water as a means to be active through our surfing, open water swimming, kayaking, fishing and rowing.
- ⇒ Developing the outdoors to support sustained activity through permanent and virtual orienteering courses, playground markings and walkways

### 2021 in summary...

- ⇒ Continued evolution in our approach to ensuring different target groups can be physically active through a variety of resources.
- ⇒ Creative and innovative adaptations by all staff.
- ⇒ The use of trigger events as a form of utilising national publicity to get local people more active
- ⇒ Increased focus on health and safety.
- ⇒ Greater development of partnership approach to activities with NGB's and local clubs increasing the opportunity for sustainability

### Looking forward to 2022 . . .

- ⇒ Continue to utilise all of the resources developed during the pandemic
- ⇒ Greater use of trigger events as a means to get local people active with lead in and lead out activities
- ⇒ Play a greater part in the development of infrastructure and spaces to be active
- ⇒ Continue to work towards on achieving the Xcessible Bronze Award and promote accessibility in all projects we are involved in
- ⇒ Continue to develop and build on existing partnerships to create a sustainable working model
- ⇒ Develop partnerships with Cycling Ireland to increase cycling opportunities for all target groups
- ⇒ Greater focus on the outdoors, adventure, walking, running, swimming, orienteering, rowing, etc.
- ⇒ Continue to develop our website and signpost physical activity opportunities to the people of Waterford
- ⇒ As people learn to 'live' with COVID, explore opportunities to welcome groups back into activity

## Case Study: Little Vikings - Special Olympic Young Athlete Club



### OVERVIEW

Waterford Sports Partnership, in partnership with Special Olympics Munster, developed Waterford's first Special Olympics Young Athlete club, 'Little Vikings'. Little Vikings introduces children with an intellectual disability, aged 4-12 years to a wide variety of play activities in a familiar, supportive and fun environment where everyone has the opportunity to succeed.



### AIMS

- To work in partnership with Special Olympics Munster to develop Waterford's first Young Athlete club.
- To enable children with an intellectual disability to have the opportunity to take part in the Young Athletes programme developed by Special Olympics which introduces basic sport skills like running, kicking and throwing.



### IMPLEMENTATION

- WSP and Special Olympics ran a volunteer recruitment drive and held an open information evening via zoom.
- Following the success of the information evening with many new volunteers attending, another meeting was then held to create a committee for the new club.
- WSP and Special Olympics Munster worked closely with the newly established committee, meeting weekly to ensure they adhered to all Special Olympics registration processes, which included naming the club, creating a club bank account and many other steps.
- Once the club was officially registered, the training of volunteers and coaches began, an official start date for the club was agreed and the club began their recruitment of athletes.

### OUTCOMES

The club has over thirty members and volunteers who meet weekly in Cill Barra Sports Centre in Ballybeg. They run two separate hours, the first for junior athletes and the second for senior athletes. The club provides children of all abilities opportunities to advance in core developmental milestones and helps children to get ready to take part in organised sports when they are older. The young athletes learn how to play with others and develop important learning skills and valuable skills that will help children in family, community and school activities.

*'As a volunteer with Little Vikings during the club's first year, it has been very rewarding to get to know our athletes and parents, and to watch the club grow. I have learned so much and have made so many fun memories. It has been great to watch our athletes gain confidence and have an outlet to demonstrate their athletic abilities. As the first group of our kind in the Waterford area, we have received great feedback from parents and it is my hope that we will be able to expand to welcome more children in future.'* **Club Volunteer**



### NEXT STEPS

We will continue to grow the club by recruiting more volunteers which will allow us to facilitate more members. We will link in with other sports such as Football for All to give the athletes opportunities to develop other skills.



## Case Study: Schools Skipping Programme



### OVERVIEW

Skipping is great cardio, aerobic exercise that improves fitness, co-ordination, develops the core area, builds stamina, improves muscle tone and flexibility. The pandemic provided us with an opportunity to introduce our 'Online Schools Skipping Programme' to Primary schools across Waterford at a time when schools were either closed or not allowing external tutors into schools. Skipping was the perfect activity for children to engage in safely throughout the pandemic as it involved no sharing of equipment, it's a socially distanced activity, can be done outdoors and can be delivered online through tutorial

### AIMS

- To provide schools with physical activity programmes that adhered to HSE guidelines and school protocols.
- To make use of online platforms for promoting and encouraging young people to be physically active.



### IMPLEMENTATION

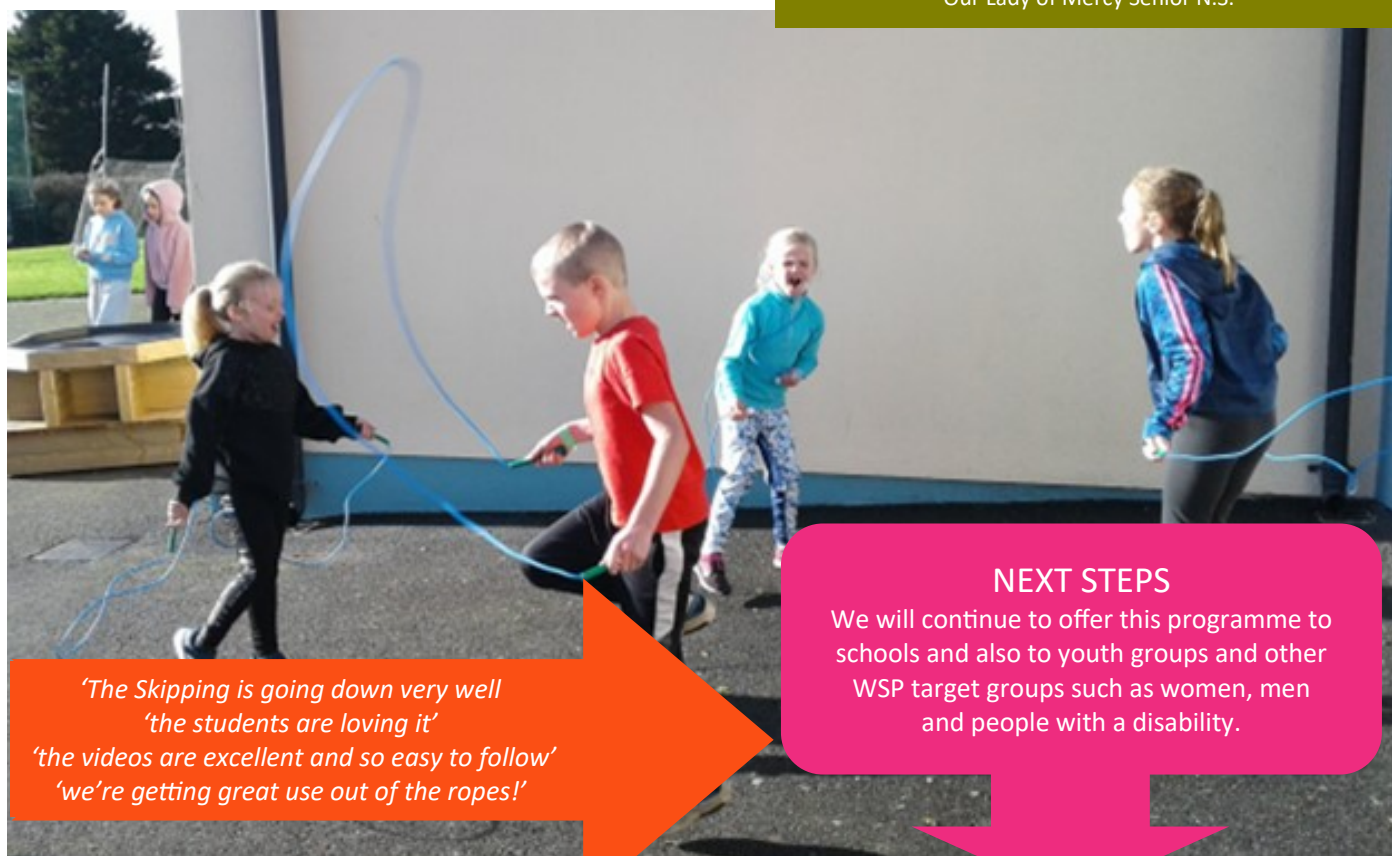
- Schools were made aware of this programme via mass email, schools letter, newsletter and social media posts.
- WSP purchased six tutorial online Skipping videos that demonstrate how to skip safely and correctly. Three videos were for complete beginners and three were for intermediate. Videos were produced professionally by Mark McCabe, CEO of Skip 'N' Rope.
- The schools were signposted to Skip 'N' Rope's website <https://skipnrope.com/> where the schools ordered and purchased the ropes. WSP then reimbursed the schools with a contribution towards the ropes, depending on the quantity of ropes purchased.

### OUTCOMES

Eight schools engaged in the Online Schools Skipping Programme in 2021. This programme allowed school children to be physical active, whilst adhering to HSE guidelines and restrictions (Social distance, Pods, outside activity only). It also created awareness for further online activities for schools to engage in such as the StartBox Programme. Muay Thai Fitness, Balance Bike Training and the Marathon Kids Programme.

#### THE EIGHT PRIMARY SCHOOLS THAT TOOK PART WERE:

St. Saviour's N.S. | School Completion Programme Na Siuire  
Kilbrien N. S. | Gaelscoil na nDeise | St. James N.S.  
St. John of God N.S. | St. Paul's\_Boy's N.S.  
Our Lady of Mercy Senior N.S.



*'The Skipping is going down very well  
'the students are loving it'  
'the videos are excellent and so easy to follow'  
'we're getting great use out of the ropes!'*

### NEXT STEPS

We will continue to offer this programme to schools and also to youth groups and other WSP target groups such as women, men and people with a disability.



## Case Study: Active City Waterford

### Background to the Project

The Sport Ireland Active Cities (SIAC) project is funded by Sport Ireland through the Dormant Accounts Fund. A SIAC aims to create social norms about the benefits of sport and physical activity, create programmes and opportunities for its citizens regardless of ability or age, work in partnership to increase physical activity and decrease inactivity, and create/maintain environments where sport and physical activity can happen ultimately working toward healthier lifestyles of their citizens. WSP was allocated €70,000 in late 2020 for year one and €90,000 during 2021 for year two. The focus will be on areas of disadvantage and/or creating opportunities that support participation by people that are disadvantaged including people with a disability.



### ACTIVE CITY NATIONAL NETWORK ACHIEVEMENTS

Waterford is one of eight Active Cities including Dublin x 4, Limerick, Cork and Galway. This is the first time there has been an all country approach internationally to developing active cities simultaneously and this presents a unique opportunity for Ireland. Throughout 2021, the AC Network formed and clarified objectives and strengthened relationships and the following was achieved together: **Evaluation** - the Logic Model was agreed for the National initiative with SI and the AC Evaluation consultants. **Active City Network** - Regular network and working group meetings held. **National AC Officer** job and person specification designed and successful recruitment process held. National AC Officer employed by Limerick LSP. **Local AC Officer** job and person specification designed and agreed. **Communications consultants** – appointed to develop and deliver on a national AC communications plan including brand, logo, promotion resource development and launch of the project. Various partner meetings, presentations and webinars.

### What is Active Cities and why do we need it?

Only 34% of the population do the recommended 30mins of physical activity five days per week for adults, and this is even lower among children, those from disadvantaged areas and those with a disability. However, most say that they would like to be more physically active (HI Report 2019). While many groups and agencies already recognise the importance of daily physical activity, they have not the power to actually change the environment and systems that prioritise car-based living, and organised sport or gyms as the main physical activity options. AC, therefore, is about helping people to be more active in their daily lives, through walking or cycling to work school or shops, doing active play and recreation and/or active sport, and about supporting and encouraging key stakeholders and decision makers to make Waterford a city that is designed to move.

### ACTIVE CITY WATERFORD | 2021 ACHIEVEMENTS

The Active Cities Officer only began work, on a part-time basis, in October 2021, so the main focus of the work was networking with a variety of local stakeholders to raise awareness of the Active Cities initiative and agree areas where we could achieve mutually supportive and beneficial outcomes. Discussion with the Housing Dept in WCCC proved particularly beneficial and Active Cities agreed to fund the provision of some tarmac play areas in social housing estates in the city, on which play/games marking can be installed and seating provided.

- ⇒ Action Plan for 2021 developed
- ⇒ Meeting of WSP, WCCC and HW to discuss common objectives relating to active travel and active cities 30/6/21
- ⇒ Active City Evaluation monthly check ins by SI consultant with WSP co-ordinator
- ⇒ Recruitment process and appointment of Waterford Active Cities Officer (part-time) Elaine Mullan – commenced late September 2021.
- ⇒ Participatory Design for Active Travel Projects – Elaine Mullan webinar.
- ⇒ ‘Active Travel, Active Cities’ workshop organised by HW 22/10/21 with 31 participants from WCCC, WSP, HW, PPN.
- ⇒ Focus on relationship development, creating awareness and understanding of the project locally through numerous introductions/meetings with key stakeholders.
- ⇒ Successfully applied for year two funding through DA during 2021.

### PLANS FOR 2022 . . .

In 2022, we aim to engage with and involve more groups representing different age groups, abilities, genders and places, and also broader representation from WCCC. In particular we plan the following:

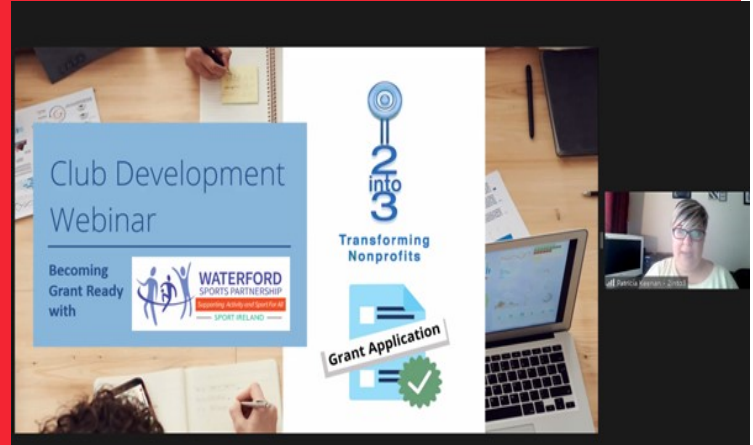
- ⇒ Formalising the Active City Steering group
- ⇒ Engaging with the Active Travel team in WCCC to deliver Bike Bunkers (outdoor bike storage pods) to two city housing areas;
- ⇒ Buying and trialling ‘play bags’ with the ultimate aim of enabling residents associations to borrow these to use outdoors, in housing estates, to encourage the whole community to play and/or meet outdoors; The play bags will also be used at some WSP ‘trigger events’ during the Summer;
- ⇒ Putting play/games markings in housing estates, outside scout halls or in any areas deemed useful/necessary by community groups;
- ⇒ Installation of climbing boulders in the People’s Park;
- ⇒ Installation of a concrete table tennis unit and ball wall markings in Wyse park;
- ⇒ Running a ‘bike bus’ during Bike Week for WETNS;
- ⇒ These initiatives will be linked to existing WSP initiatives or new initiatives will be developed to maximise their use.

# GOAL 2:

## ACTIVE NETWORK –

### Strengthening the Network, Connecting People

To support and strengthen the capacity of the network of people and organisations who facilitate sport



## Action Areas

### Quality training and education opportunities for the providers of sport and physical activity:

#### 2021 Highlights

- ⇒ **Safeguarding Training Courses** – One of the positives from the pandemic was the greater awareness of the opportunity for online course delivery via zoom. This allowed us to be more time efficient in our delivery of Safeguarding courses and allowed people to avail of training without travel/location demands. In 2021, Sport Ireland developed all three levels of Safeguarding course to be available through online delivery. This, coupled with less time demands on tutors and participants, led to courses delivered and participant numbers increasing by 39%.
- ⇒ **Community/ Club Training** – 500% increase in community/club training programmes in 2021. We focused on partnership delivery of training and with more NGB's adapting to online learning, our capacity to delivery club training increased. This training also included a five webinar club development series for sports clubs via the zoom platform and was part of the 15 training initiatives offered in 2021.
- ⇒ **Sports Inclusion & Disability Awareness** - increase in workshops from previous year involving 79 people on 5 courses.
- ⇒ **Autism in Sport Training** – Development in autism awareness through a four seminar series for 88 individuals.
- ⇒ **Volunteer Support** - Support provided to community coaches involving 8 NGB's and 138 community coaches.
- ⇒ **Balance Bikes:** Our Balance Bike Programme was delivered to eleven schools across Waterford including six in the West Waterford Rural Hub area.
- ⇒ **Pre Schools/School** – The pandemic put enormous pressure on schools, meaning schools ability to engage in practical courses was minimal. WSP did focus on teacher support for programmes via videos but the delivery of actual training wasn't feasible due to restrictions and school time.

Appendix 4 shows a comparison of education and training numbers for 2020 and 2021.



## GOAL 2: ACTIVE NETWORK

### Club Development & Support

Many sports clubs were supported in 2021 in relation to governance, funding, COVID-19 safety protocols, programme, and infrastructure development. In total, WSP engaged with 64 partners including National Governing Bodies of Sport, Disability NGB's and other external partners in supporting clubs and volunteers in providing opportunities for physical activity.

One of our goal areas for 2021 was the development of a club development booklet for general use giving guidance on the effective running and management of a club. This was not completed in 2021 as our focus shifted to the impact of COVID and associated restrictions. This will be part of our focus in 2022.

**Club Development Webinars:** In 2021 we delivered an online Webinar Series. These webinars developed the knowledge of Waterford volunteers in the areas of grants, effective use of social media, disability awareness, volunteer recruitment and effective fundraising.

### Sport Ireland COVID-19 Return to Activity Club Grant Scheme:

This scheme was launched in June to support clubs and support volunteers to develop opportunities for people to participate in organised sport. The small-scale grant supported clubs and organisations in enabling their community to become more active and to increase participation levels and forty clubs in Waterford City and County were allocated grant money.



### Support and enable a culture of shared and multipurpose quality facilities in the built and natural environment through engagement with relevant individuals and organisations

Throughout 2021, WSP liaised with numerous partners and stakeholders to support the development of infrastructure within Waterford City and County.

This involved the following :-

- ⇒ Member of the WCCC Fairlane Park working group in Dungarvan. In 2021, this included the planning of a multi purpose area for physical activity, including the development of a new Learn to Cycle Park and funding applications submitted for a Skatepark and BMX Pump track.
- ⇒ Link between community reps and WCCC Swimming Pool Working Group regarding the feasibility of a swimming pool for the Dungarvan area.
- ⇒ Liaising with WCCC on a number of accessibility issues.

### Stronger relationships with sporting organisations

*The following are some examples of how we linked with National Governing Bodies in 2021:*

**Swim Ireland** - partnered with Swim Ireland for the delivery of open water swimming for 17 programmes in four locations.

**Munster Rugby** – partnership with Munster Rugby and local clubs for a non Contact Rugby schools programme focused on fun and participation as opposed to the skills of Rugby. This collaborative approach between WSP, Munster Rugby and coaches from local rugby clubs was very effective for programme delivery

**Cycling Ireland** – partnered with Cycling Ireland in providing insurance solutions for LSP's to deliver cycling programmes for all target groups.

**Canoeing Ireland** – through partnering with Canoeing Ireland, delivered training to Kayaking clubs and partner for water programmes for European Week of Sport.

**Older Adults** – WSP worked in partnership with Waterford Age Alliance, Waterford Older Peoples Council, Waterford libraires, Waterford Leader Partnership and Waterford City and County Council to offer a variety of activities across the county.



## GOAL 2: ACTIVE NETWORK

### Networking, Advocacy and Awareness Raising

Building alliances and relationships with local and national partners is an important area of work for WSP, therefore WSP actively engages in committee work and networking activities at local and national level.



Local networks and committees bring together community and sports organisations, statutory and non-statutory agencies, volunteers and other working partners and provide opportunities for partnership endeavours that influence and resource sport and physical activity at county and national level. These networking and awareness raising activities result in an increase in the reach of WSP and awareness of our work. They are also a sounding board for advice and recommendations as to what we can do to assist others to promote physical activity opportunities.

As the table below highlights, WSP engaged in more local and national networks in comparison with previous years. This enabled us to expand our reach in the delivery of physical activity opportunities to the people of Waterford.

### Overview of the type of actions WSP was involved in

TYPES OF ACTIONS	2021	2020
Campaigns and Lobbying Efforts	0	1
Local Networks or Committees participated in	14	11
Regional and National Networks participated in	12	9
Research projects involved in	1	1
Conferences/Webinars attended	56	11
Policy/Strategy submissions made	1	1

### List of Committees & Boards with WSP representation 2021

LOCAL	REGIONAL/NATIONAL
Cappoquin, Lismore, Villierstown Rural Hub Steering Group	Cycling Ireland Cycling Hub Steering Group
Healthy Waterford Steering Committee	Limited Company LSP Coordinator Network
Link-up Group	Men's Health Cross Border Committee
PACC Core Stakeholder Group	Men's Health Week Planning Group
PACC Pilot 3 Working Group	National Active Cities Network
Waterford Age Alliance Committee/ Waterford Age Alliance – Health & Active Living Subgroup	National Bike Week Steering Committee
Waterford Bike Week Steering Group	National SIDO Network
Waterford Camogie/Ladies Football Women & Girls Participation Group	National Walking Week Steering Group
Waterford Comhairle na nÓg	SI Innovation Project Network
Waterford Mental Health Committee	SI National LSP Coordinator Network
Waterford SportsAbility Forum	SI National LSP Evaluation Working Group



## Case Study: Learn to Cycle Park Initiative



### OVERVIEW

The purpose of the initiative was to work in collaboration with Waterford City and County Council (WCCC), Cycling Ireland, and other partners to design and develop a facility where children and people with a disability could learn to cycle and practice road safety skills in a safe setting.



### AIMS

- To create an innovative, safe and sustainable off-road cycling facility accessible to people of all ages and abilities
- To create a unique education area to supplement the miniature traffic free road structure allowing for cycling and road safety skills to be taught.
- To provide a facility for parents/adults/childcare centres/schools, with the support of appropriate signage and technology, to train and support children to learn to cycle and to practice safe cycling skills.
- To be a key part of the cycling/activity pathway of the park being developed by WCCC at the Fairlane Development.

### IMPLEMENTATION

- WSP has been involved in the WCCC Fairlane Park Steering Group for a number of years with the objective of developing facilities for young people in Dungarvan.
- The transformation of the 'Fairlane Park' area in Dungarvan from an unused space into a number of key projects resulted in space for a 'Learn to Cycle Park'. WSP put together a separate working group focusing on developing a Learn to Cycle/ safe cycling amenity. This involved contributions from Cycling Ireland, the Road Safety Authority and disability organisations to design a suitable track catering for all abilities.
- A key desired output was that the space would be used for the delivery of WSP/Cycling Ireland training courses and programmes including Balance Bikes, Sprocket Rocket, Cycle Right and Learn to Cycle with a Disability. The RSA's Simon and Friends programme can also be delivered in this



*'It's like a real-life version of the road - we have the roundabout, stop signs, clear runs for children to practice staying between the lines. The idea is to give children confidence learning to cycle and because it's located here - beside the playground it provides progression and another area to play.'*

**Rosarie Kealy, WSP Co-Ordinator.**

### OUTCOMES

The Learn to Cycle Park was built in late 2021 following months of design and planning input. By including a 'real life' road structure and two teaching areas, this facility will assist children to learn how to step, stride, glide and turn on balance bikes and to progress to regular bikes and put their skills to the test in a mock road situation in a completely accessible and traffic free environment.

The park is part of a bigger development which will offer an attractive pathway for children to experience the BMX pump track, skatepark and performance area as well as preparing them to use their skills on roads and also on the Waterford Greenway which is a mere 400 metres from the Learn to Cycle Park.

### NEXT STEPS

In 2022, we plan to complete the cycle park by installing effective signage including a communications board, QR codes and information boards for parents/schools to use. We also plan to use the green areas in the middle of the park for miniature playground equipment/benches to allow children to focus on fundamental movement skills and create a natural flow of 'traffic' on pedestrian crossings, allowing children to learn road safety skills organically. WCCC has also been successful in Sports Capital funding to support the development of the BMX pump track which will include a novice, intermediate and advanced area so cycling skills can be honed in a safe and progressive environment. We would also like to see more of these learn to cycle parks developed across County Waterford and across the country and will link in with Cycling Ireland's blueprint for cycling hubs in that regard.



# Case Study: Activator Pole Training Programme

## OVERVIEW

Activator poles were identified as useful pieces of equipment that would be suitable for older people, in particular people with stability issues. In addition, there were a number of requests from individuals, community groups and organisations to introduce the activity to Waterford. However, prior to WSP introducing activator pole programmes to the public; staff, tutors and physical activity leaders needed to up-skill in the area.

## What are Activator Poles?

Activator poles are modifications of Nordic Walking poles and are designed to accommodate the needs of people with balance concerns or stability issues. However, the activator poles are not exclusively for people with balance/stability issues as the benefits of using the poles can be experienced by all users.



## AIMS

- To train WSP staff, tutors and physical activity leaders on the recommended use of activator poles in the outdoors and how to plan and lead an exercise programme using the poles.
- To enhance the knowledge and leadership skills of WSP tutors and physical activity leaders in introducing the new walking programmes to WSP target groups.

## IMPLEMENTATION

- WSP secured funding from Healthy Ireland and Age & Opportunity to hire a facilitator to deliver the training.
- Due to the COVID restrictions, there was a significant delay in organising the training. Once restrictions eased, we decided to go ahead with the outdoor version of the training.
- Frank Fahey (FIT WALK Ireland) is the current Irish distributor of activator poles and is responsible for sharing information about how to use the poles through workshops. Initially, a two day in-person workshop was agreed. However, COVID-19 hampered those plans in November/December 2021.
- As a result, the theory content of the workshop (one evening) was delivered via zoom and the in-person practical 4 hour workshop was delivered outdoors on a weekend morning.
- Identifying suitable tutors for training was a key priority. Sports Development Officers (SDO's) were consulted about offering the training opportunity to current WSP tutors and recommendations were put forward in order to ensure that programmes could be provided across the county.
- The SDO consultations also helped to identify a suitable location for the workshop. There was an agreement by all that Rainbow Hall in Kilmacthomas would be a good central location for the tutors invited to attend.
- Invitations and posters were developed. The invitations were used internally for tutors who are currently active on our database. Posters were used to promote the training opportunity externally on social media to professionals that work in physical activity, care, rehab and therapy settings.



## OUTCOMES

- > The workshop was attended by nine people, one CSDO and eight activity tutors who now understand how to use the poles effectively in the outdoors, and all are capable of planning and leading an exercise programme using the poles.
- > Learning resources shared with all attendees.
- > WSP has a new programme offering that can be delivered to a range of target groups.



## NEXT STEPS

- Seek funding and purchase activator pole sets.
- Co-ordinate outdoor activator pole taster sessions and programmes.
- Support tutors to deliver taster sessions and programmes. Monitor if additional training is required.
- Promote activator pole equipment to day centres and nursing homes and develop a short workshop for Activity Co-ordinators in these settings.
- Explore sustainability options.
- Collect feedback from tutors/participants attending taster sessions and programmes.
- Further enhance tutor skills by co-ordinating indoor activator training workshop.



# Case Study: West Waterford Rural Hub - 'Come & Try It' Initiative

## OVERVIEW

The purpose of the 'Come & Try It' initiative was to highlight the various physical activity opportunities in each of the three areas in the West Waterford Rural Hub. The 'Come & Try It' showcased activity opportunities for people of all ages, working in partnership with clubs, and utilising local infrastructure to highlight opportunities.

## AIMS

- To increase the awareness of physical activity opportunities for children and adults in the locality
- To promote local clubs to people of the surrounding areas
- To increase membership levels of clubs because of the come and try it sessions
- To promote a variety of opportunities for all ages



## IMPLEMENTATION

- 2021 was the fourth year of a five-year project for the West Waterford Rural Hub. Due to the impact of COVID-19, the ability of local people to get out in person and experience physical activity opportunities on their doorstep was limited.
- We worked with local clubs and provided assistance through either financial or administration support for the Come & Try It sessions. We liaised with all clubs in the locality and ensured that relevant training was delivered pre-programme.
- Promotion was vital, and the delivery of our hub newsletter to all households in the area meant that demand for the sessions was high. Many activities were booked out which led to us organising more sessions for local people.
- To maximise impact, we also utilised national trigger events to raise awareness and delivered several 'Come & Try It' sessions as part of Positive Ageing Week and Men's Health Week.



*'Really enjoyed the tennis for Men's Health Week, really enjoyed the hour, it went very quickly, very worthwhile and energetic so thanks a million to everyone involved'*

*'The rowing was absolutely brilliant, Stephen and Karen were excellent and I will definitely do it again'*



## OUTCOMES

We were delighted with the feedback from each area, not just participant numbers for a variety of ages and abilities, but also the variety of sports. There was a lot of feedback from people saying that they didn't realise these activities were on their doorstep.

### *Here is a summary of the results :-*

- ⇒ 24 events for adults across 12 different activities.
- ⇒ 44 men and 161 women participated.
- ⇒ 5 activities for children, 53 young people took part.
- ⇒ 1 activity for people with a disability for 7 people
- ⇒ As a result of the taster sessions, WSP delivered four week follow on programmes for Fishing, Tennis, Rowing, Kayaking and Badminton and set up a Football for All club in partnership with the local Soccer club.
- ⇒ Membership increased in all clubs that took part.



## NEXT STEPS

We will continue to support clubs and raise awareness in the hub area through the 'Hub' Newsletter and via social media. We are also working in partnership with clubs to liaise with local schools and the community delivery to provide a sustainable pathway for local people to get active.

## Case Study: Physical Activity for People with Chronic Conditions – PACC

### BACKGROUND TO THE PROJECT

Physical Activity for People with Chronic Conditions (PACC) is a project under the leadership of Carlow, Waterford and Westmeath Local Sports Partnerships (LSPs) funded by the 2020 Dormant Accounts Innovation Fund via Sport Ireland. PACC's primary aim is to increase physical activity opportunities for people living with chronic conditions. A **Core Stakeholder Group**, involving the three participating LSPs, a Patient Reference Panel; the HSE; representatives from Athlone, Carlow and Waterford Institutes of Technology and a representative of clinically supervised exercise service-providers was established and has met regularly during 2021 to plan, conceptualise and deliver the project. This was the first time these stakeholders had come together to focus on the provision of physical activity opportunities for people living with a chronic condition.

### The Problem . . .

One in two Irish people over the age of 50 have at least one chronic long-term condition, inversely associated with socio economic status. Physical activity is an important part of the treatment of many chronic conditions as well as helping to prevent the development of a second or third condition. The project evolved from a recognition of the personal and therapeutic benefits of physical activity for people experiencing ongoing, chronic health conditions and limited opportunities for people with chronic conditions to access physical activity.

### Innovative Solution Proposed

PACC is premised on a commitment to innovation. The coming together of stakeholders from a variety of backgrounds to consider, design and develop interventions to increase physical activity opportunities is an example of a model where multidisciplinary groups can work effectively, recognising the strengths of all group members while also considering systemic gaps that need to be addressed collectively. ***"The problem itself is complex involving many stakeholders. The innovation here was the coming together of the end user, the person with a chronic condition, the sports physical activity providers and the medical sector to have a wider perspective conversation around how this problem can be solved"*** (LSP Partner)

#### The following were the key milestones on the project during 2021:

- > Clarity of objective established for the overall project
- > External Facilitator appointed to oversee the project
- > Core Stakeholder Group established with agreed terms of reference
- > PACC Logic Model developed and project split into two phases, a consultation and planning phase to be followed by a pilot delivery and implementation phase.
- > Phase 1 - consultation with people living with chronic conditions, health and social care professionals and providers within the sport, physical activity and fitness sector.
- > Phase 1 Planning and Consultation Report issued November 2021
- > Phase 2 - Three pilot projects agreed and a working group established for each with agreed terms of reference
- > Second Funding Application submitted under 2022 Dormant Accounts Innovation Fund via Sport Ireland in late 2021.

### The three PACC Pilot Projects . . .

*Arising from the recommendations of the Phase 1 Report, the Core Stakeholder Group established three pilot projects to test new ways of working and to identify and overcome obstacles to participation. Though each pilot is diverse, all are linked by their ambition to engage those living with chronic conditions, exercise professionals, clinicians and academics in a collaborative approach to increase participation in physical activity by individuals living with chronic conditions.*

**Pilot Project 1:** Involves engaging with ExWell as a provider to adapt and extend an existing model of clinically supervised exercise provision for people with chronic conditions. A particular emphasis will be placed on broadening access to disadvantaged groups, examining and reducing dropout, and enhancing exercise referral opportunities between health professionals and exercise providers. The project is being piloted in County Carlow supported by IT Carlow.

**Pilot Project 2:** Involves the development of a framework of quality assured, accredited training and Continuous Professional Development (CPD) packages for professionals working in the fitness sector and students in relevant degrees. The training and associated qualifications will upskill exercise professionals to work with a wide range of chronic conditions, in a manner that will be recognised in both the clinical and exercise sectors.

**Pilot Project 3:** Sets out to examine and increase the access of individuals living well with chronic conditions to existing community-based, non-medically supervised physical activity programmes. It will do this by developing and strengthening a formalised engagement process between healthcare professionals, social prescribers and community-based physical activity providers, piloting the project initially in Waterford City and County.

### NEXT STEPS . .

- The three pilot projects will be delivered over the next 12-18 months (*pending successful 2022 Dormant Accounts Innovation Fund allocation*)
- Communication Plan for PACC to be developed Qtr 1 2022 including stakeholder analysis, logo, branding, key message for overall project and individual pilot projects etc.
- Evaluation of the three pilot projects at local level and also under Sport Ireland's Dormant Account Innovation Fund Evaluation Programme.



# GOAL 3:

## ACTIVE ENGAGEMENT -

### Clear Messages, Effective Communication.

To communicate clear and consistent messages and positively promote sport and physical activity opportunities.



## 'Everyone Active'

ISSUE 49

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the newsletter of Waterford Sports Partnership

### Operation Transformation 2021

Operation Transformation returns to our screens in January 2021 for its 14<sup>th</sup> series. Due to COVID-19 this series of Operation Transformation will be slightly different, but every bit, if not more enjoyable, than previous series. Once again the series is encouraging the Irish public to get active and get healthy over the course of the 8-week show giving the nation the tools they need to get moving, lose weight and feel great.



## The following are some of the key highlights for 2021....

### Clear and consistent messages

#### ⇒ Waterford SportsAbility Forum:

**Podcast** - Following the success of our first Podcast series in 2020, in 2021 we recorded a four part series in which our Sports Inclusion Disability Officer meets representatives from clubs, organisations and facilities that are local to Waterford and are inclusive for people with a disability, featuring the opportunities that are available, the importance of physical activity and more importantly the role of the volunteer.

### Effective channels and platforms for communication

#### ⇒ Social Media:

Continued to develop and manage WSP's presence on the following social media platforms:

- WSP Facebook, Instagram and Twitter
- Waterford SportsAbility Facebook and Instagram
- CLV Community Sports Hub Facebook

#### ⇒ WSP Website:

In addition to the normal website management and updating in 2021, we continued to add content that supported people to be active during the pandemic and as they returned to sport.

#### ⇒ Resources:

30+ resources were developed and promoted for a range of In person and Online Programmes.

#### ⇒ Publications:

**WSP Newsletter:** three editions of the WSP Newsletter were produced and circulated.

**Rural Hub Newsletter:** three editions of the CLV Newsletter were produced and distributed to over 4,000 households in the rural hub area.

(see Case Study on Page 31)

**Keep Well Publication:** WSP worked in conjunction with WCCC, Waterford Libraries, Healthy Waterford, HSE and Creative Waterford to lead the production of a 12pg 'Keep Well Waterford' Publication which was distributed to 40,000+ Waterford homes in early January 2021. (see Case Study on Page 28)

#### ⇒ WSP Infograph:

This was designed and produced for the 2021 Annual Report and WSP communication platforms.

#### ⇒ Video resources:

30+ videos created on the WSP YouTube account for our COVID-19 online programming response in 2021.

#### ⇒ Radio:

WSP staff held a number of interviews on WLRFM during 2021 including interviews for the Keep Well campaign and National Bike Week.

### Engaging effectively with current and new partners

#### ⇒ Connection

- In an effort to keep connected with all our participants and partners in the disability sector after a challenging year for all, personalised Christmas Cards were designed and sent to all service users who engaged with us in 2021. We also maintained regular contact with various youth workers, project workers, development officers and teachers, with regard to support and plans for return to activity.

### Effective data management systems:

#### ⇒ Adaptations

were made to how we communicated with participants based on new requirements under COVID-19 e.g. pre activity questionnaire etc.



## GOAL 3: ACTIVE ENGAGEMENT

*Some of the Sport Ireland Initiatives supported by WSP in 2021...*

### Women in Sport 2021

Sport Ireland facilitated a number of webinars and panel discussions on various topics relating to women in sport. The webinars were aimed at women and girls and those who support them in sport. We supported this initiative through promotion across our social media platforms.



### Sport Ireland Hackathon

In March 2021, Sport Ireland announced details of an upcoming Girls Get Active Hackathon which aimed to leverage the ideas and passion of the public to promote sport and physical activity among teenage girls and gather ideas to inform a number of pilot programmes targeted specifically at this cohort.

We supported this initiative through targeted promotion to youth groups and schools and promotion to the general public across our social media platforms.

### HER Outdoors Week

HER Outdoors Week took place from 9<sup>th</sup>-15<sup>th</sup> August 2021 and was an opportunity to re-introduce females to the power of outdoor sports. The week was the first of its kind in Ireland and was an opportunity for ALL females to escape to the outdoors and try something new. We supported HER Outdoors week by running a series of events across Waterford City and County which were all fully booked. We also supported the national campaign across our social media platforms.



### Be Water Safe!

Sport Ireland and key stakeholders came together to encourage everyone to be alert to water safety. The programme included a bank of imagery and useful tips for water users. This was a very timely initiative with the marked increase in sea swimming and water sports during the pandemic. We supported this initiative by promoting the messages across our social media platforms and to the participants of our water-based programmes.

### Let's Get Back

In October 2021, Sport Ireland in partnership with Healthy Ireland, launched the 'Let's Get Back Campaign' aimed at getting the Irish public back involved in the sport and exercise that they love. The campaign was supported by the nationwide network of Local Sports Partnerships and National Governing Bodies.

The 'Let's Get Back' campaign aimed to encourage members of the public who were anxious or unsure about returning to sport and physical activity that it is possible to do so in a safe and secure manner. 'Let's Get Back' also made the wider public aware that sport is back – indoors and outdoors – and encouraged all ages and abilities to engage in sport. We supported this initiative through promotion across our social media channels and the use of the 'Let's Get Back' tagline on the promotion for programmes we ran during the period.



*WSP supported all of these national campaigns at local level through involvement in their development, promotion and/or building programmes around them.*





## Case Study: Keep Well Publication



### OVERVIEW

Keep Well was a Government of Ireland campaign aimed at showing people of all ages how we can mind our own physical and mental health and wellbeing by adding healthy and helpful habits to our daily and weekly routines. The campaign focused on providing guidelines, information, and tips on things that would help people 'Keep Well' through the winter months of the pandemic. Working with local partners we decided to create a publication that could be distributed to every household in Waterford.

# KEEP WELL



SPORT ÉIREANN  
SPORT IRELAND



Rialtas na hÉireann  
Government of Ireland

### AIMS

- To provide guidelines, information and tips for the Waterford public on what to do to keep well through the winter months by keeping active, staying connected, switching off & being creative, eating well and minding our mood.
- To reach as wide an audience as possible by distributing a printed resource to every household in Waterford.
- To create brand awareness for WSP and our partners and make the public more aware of the services on offer.

### IMPLEMENTATION

- A working group was established consisting of representatives from WSP, WCCC, Healthy Waterford, the HSE, Waterford Libraries, Creative Waterford and Waterford Older People's Council.
- The group met regularly via zoom to establish a plan of action for the publication and supporting services which included a dedicated WCCC Webpage and various workshops that the general public could attend.
- Content was submitted by all the stakeholders to ensure that there was useful information for the reader for the five main themes of the 'Keep Well' Campaign: Keep Active, Stay Connected, Switch Off and Be Creative, Eat Well & Mind your mood.
- We were very conscious of making sure that the publication appealed to a wide audience and especially older adults, families and people with a disability.
- We included content that would encourage the reader to engage with us, including a 'Children's Art Competition' and various giveaways.
- WSP managed the design, editing, printing and circulation of the publication to over 40,000 Waterford homes.

Check out the 'Keep Well' Publication at:

<https://www.waterfordsportspartnership.ie/keep-well-publication/>



### OUTCOMES

The campaign was a great opportunity to work with local partners and relationships were strengthened as a result of this collaboration.

There was very positive feedback from local communities and the general public. People who do not use social media welcomed this printed publication.

There was very good engagement from the readers, we received over thirty entries for our 'Children's Art Competition'. The children were asked to depict 'their favourite way of being active'. Check out the selection of entries below!





# Case Study: CLV Rural Hub Newsletter



## OVERVIEW

The aim of our West Waterford Hub is to improve the opportunities, infrastructure and participation rates for sport and physical activity within the communities of Cappoquin, Lismore and Villierstown. Providing information to the hub communities about local opportunities to 'get active' is a key component of the project. While we provide information through a dedicated Hub Webpage and Facebook page we also wanted to provide an offline source of information for these rural communities. It was decided to produce a 'Hub News' publication that would be delivered to over 4,000 households in the hub area.

## AIMS

- To provide information on local opportunities to get active and inform the public on the progress of the West Waterford Physical Activity Hub Project.
- To celebrate the clubs within the West Waterford Hub area and ensure that the public are aware of their existence and what they have on offer.
- To reach as wide an audience as possible by distributing a printed resource to every household in the area
- Provide a point of contact for local people for the hub project.

## IMPLEMENTATION

- A design template and content structure was established for the publication.
- Desk research was undertaken and 'An Post' Direct Mail was selected as the most cost effective delivery method.
- A 'call' for content was put out to the CLV Hub Partners and Clubs.
- The Newsletter was designed and edited inhouse.
- The key features in the publication are:
  - > Welcome Message
  - > Contact Details
  - > About the Project
  - > Club Focus
  - > Upcoming Programmes & Events
  - > Information on training & club supports

Check out the 'Hub News' Publications at:  
<https://www.waterfordsportspartnership.ie/west-waterford-rural-hub-newsletters/>

## OUTCOMES

- > We produced two editions of the 'Hub News' in 2021, which has provided us with a great platform to showcase the work of local clubs and inform the public of the progress of the project.
- > There has been very positive feedback from local communities, people who do not use social media have welcomed this printed publication.
- > There has been very good engagement from the readers, there was a noticeable spike in programme and event bookings once the publications has been circulated.
- > The four clubs that were 'highlighted' in the publications in 2021; Lismore Tennis Club, Affane/Cappoquin GAA Club, Villierstown Boating Club and Cappoquin Railway F.C. have all reported an increase in enquiries.



**WELCOME** to the first edition of **Hub News** giving you information on programmes and activities currently running in the Cappoquin, Lismore, Villierstown Sport and Physical Activity Hub that you can get involved in as well as updates on what's been happening in the Hub since the project began!



### A message from your Hub Development Officer - Peter Jones

Hi everyone, I'm delighted to be working with you all as Hub Development Officer to help increase physical activity opportunities for the people of West Waterford. The area is blessed with a fantastic natural environment and great community spirit. I look forward to working with you all to ensure we maximise the uses of our walkways and waterways whilst continuing to engage with clubs, schools and communities to create sustainable physical activity opportunities for all.

Please feel free to get in touch you have any questions in relation to the Sports Hub on 087 101 5130 or email me at [pjones@waterfordsportspartnership.ie](mailto:pjones@waterfordsportspartnership.ie)

## Come & Try West Waterford

We are running a series of 'Come & Try' sessions for Adults and Children this July in partnership with local clubs.

**PLACES ARE LIMITED SO BOOK EARLY TO AVOID DISAPPOINTMENT!**

<b>Come &amp; Try Kayaking</b> <small>FREE TASTER all equipment provided</small>	Monday 5 <sup>th</sup> July 6 to 7.30pm	Adults	<b>Want to try Kayaking?</b> Join us for an introductory session on the beautiful Blackwater.	Villierstown Boat Club
		Children aged 8 to 14		
<b>Come &amp; Try Rowing</b> <small>FREE TASTER all equipment provided</small>	Monday 12 <sup>th</sup> July 6 to 8pm	Adults	<b>Want to try Rowing?</b> Join us for an introductory session and learn from the experts!	Cappoquin Rowing Club
		Children aged 8 to 14		
<b>Come &amp; Try Fishing</b> <small>FREE TASTER all equipment provided</small>	Monday 19 <sup>th</sup> July 6.30 to 8pm	Adults	<b>Want to try Fishing?</b> Join us for an introductory session & learn all about this great leisure activity!	Cappoquin Salmon & Trout Anglers Association



## NEXT STEPS

We will continue to produce and distribute the 'Hub News' in 2022. We will work with our local partners on a plan to ensure that this publication or an alternative is sustainable post-project

YOUR COMMUNITY ...

PLAY

CONNECT

THRIVE

# GOAL 4:

## ACTIVE MANAGEMENT -

### Sufficient Resources, Good Governance.

To lead and influence a culture of participation, good governance and competent operations.



The following are some of the **key highlights for 2021...**

**Objective 4.1 Strengthen the leadership and competency of the organisation through effective Board and staff support and development.**

- **Board Member Induction and roles and responsibilities**

As part of the process to reach full compliance with the Governance Code for Sport, the Board member induction process, standing orders and code of conduct were reviewed and updated.

- **Organisational Review, Restructure and Recruitment**

An external HR consultant was appointed to work with WSP through an organisational review process and in early 2021 a consultation process on WSP structure needs took place with the WSP team. Some of the outcomes of this process include:

- the creation of a new Programme Manager role and an internal recruitment process in that regard
- a new Finance & Governance Officer post and associated recruitment process
- recruitment of a part-time Active City Officer and the filling of the Community Sports Development Officer post
- new job description for the Sports Co-ordinator
- reorganisation of responsibilities of many of the staff

- **Sport Ireland Training Programme** - As a follow on from the 2020 Organisational Development & Change (ODC) Unit of Sport Ireland intervention for WSP, a programme of soft skills training was put in place for the WSP team during the first half of 2021. This included communications, assertiveness, conflict management, negotiation skills and facilitation skills training.

- **Staff training** – There continued to be a strong focus on staff training and development in 2021 which included staff participation in the following:

- IPA Professional Certificate in Governance
- Sport Ireland Accelerate Management Training

- Sport Ireland Arena Leadership Programme
- Sport Ireland Mentor Programme
- Numerous online SI and NGBs Sport Webinars
- Federation of Irish Sport Insurance Reform webinar
- Safeguarding and Disability tutor training for online delivery
- Sports Capital Information workshops

- **Board member Training** - The following training was attended by a number of WSP Board members in 2021:

- Sport Ireland Gender Diversity for Boards Webinar
- Sport Ireland FARC Chairperson Training 25/3/21
- Sport Ireland Audit & Risk Committee Round Table event for chairs.

- **HR Service arrangement** - In early 2021, the limited company LSP co-ordinators came together to put in place a HR support arrangement with the main objectives of providing HR support and advice and updating and standardising policies, contracts, employee handbook etc. Voltege HR was appointed by WSP under this group agreement during 2021.

- **Board/Staff Annual Review and Planning session** – the annual WSP Board/staff review and planning session was held online in December. This was a facilitated workshop with two main objectives – to review WSP Core Values and associated behaviours and to agree key priorities for 2022.

- **Remote working during COVID** – the team continued to work from home in early 2021 through the early year lockdown and as restrictions lifted used the office on a rota basis throughout the year as necessary. Weekly or fortnightly full team zoom meetings continued throughout the year.





## GOAL 4: ACTIVE MANAGEMENT

### *Objective 4.2 Secure resources for effective operations consistent with WSP's role and responsibilities.*

#### WSP Funding Sources

A total of €775,724 was secured by WSP during 2021 to increase participation in sport and physical activity from multiple sources including: Sport Ireland; Dormant Accounts (via Sport Ireland), Waterford City & County Council; Waterford & Wexford ETB (on behalf of Department of Children, Equality, Disability, Integration and Youth (DCEDIY), Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media (DTCAGSM), HSE and relevant government departments. The table below provides a full breakdown of grants and income secured by WSP during 2021 with the 2020 comparison.

GRANTS & FUNDING SECURED BY WSP DURING THE YEAR...	2021	2020
DTCAGSM – Sports Capital Programme	€12,002	n/a
DCEDIY – National Recreation Week/Play Day	0	€2,000
Dormant Accounts Active Cities	€90,000	€70,000
Dormant Accounts CLV Rural Sports Hub Phase 4/3	€21,955	€30,000
Dormant Accounts Innovation Fund	n/a	€100,000
Dormant Accounts Outdoor Urban Adventure	n/a	€15,590
Dormant Accounts Sports Inclusion Disability Projects Capital	€20,000	0
Dormant Accounts Volunteer Training & Supports Programme	n/a	€8,600
Dormant Accounts Youth Leadership	n/a	€4,000
Go for Life	n/a	€2,000
Health Service Executive Programme Fund	€7,650	€7,650
Healthy Ireland	n/a	€26,950
Sport Ireland Core Funding	€409,658	€327,272
Sport Ireland Research Funding Scheme	€15,000	n/a
Sport Ireland Sports Capital Grant	€9,800	n/a
Sport Ireland COVID19 Support Grant - School 'GET Active programme	n/a	€10,730
Sport Ireland COVID19 Support Grant - Activity Resources project	n/a	€5,775
Sport Ireland COVID19 Support Grant - Club Small Grants Scheme	€32,455	€67,081
Sport Ireland COVID19 Support Grant - Virtual Walking/Running Resource Development	n/a	€3,840
Sport Ireland COVID19 Support Grant - Additional COVID19 Club/Community Supports	n/a	€15,000
Sport Ireland LSP Community Support Fund – COVID19 Supplementary Support for Clubs & Community	n/a	€25,000
Sport Ireland & Healthy Ireland Keep Well Campaign	n/a	€10,000
Waterford City & County Council - Annual	€54,800	€54,800
Waterford City & County Council – Bike Week	€7,036	n/a
Waterford City & County Council – Rural Hub	€8,000	€8,000
Waterford City & County Council – SIDO/Disability	€16,000	€16,000
Waterford City & County Council – YSDO/Youth at Risk	€15,000	€15,000
Waterford & Wexford ETB/DCYA	€50,680	€49,445
Waterford & Wexford ETB/DCYA – COVID19 Minor Grant Scheme	€3,688	n/a
Waterford & Wexford ETB/DCYA – Capital Funding Scheme	n/a	€9,049
Waterford & Wexford ETB/DCYA – ICT Capital	n/a	€1,750
WAP Contribution to HI19/21 Active Communities Summer Camps	€2,000	n/a
<b>TOTAL</b>	<b>€775,724</b>	<b>€885,532</b>



## GOAL 4: ACTIVE MANAGEMENT

**Sport Ireland Core Investment** - Sport Ireland supports the 29 Local Sports Partnershipsto co-ordinate and promote the development of sport at local level and increase levels of participation in sport and physical activity.

The core investment supports the core work of the LSP network; including the delivery of National Programmes, Education & Training initiatives, Strategic Development, Community Sports Development Officers (CSDO), the Sports Inclusion Disability programme, Women in Sport programmes and general participation programmes.

In 2021, WSP secured €409,658 (2020 €327,272) through Sport Ireland core funding which is approximately 70% Staff salaries, 12% Non Staff administration and 18% Programmes, Club Development Grants and Training & Education.



### Summary of Dormant Accounts Funding Secured by WSP in 2021

**Dormant Accounts Investment** - Sport Ireland has worked with the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media on developing a series of measures under the Dormant Accounts Action Plan since 2015. Under Dormant Accounts, Sport Ireland delivers on a range of sport and physical activity programme opportunities for LSPs and NGBs which align with the National Sports Policy and the National Physical Activity Plan (NPAP).

DORMANT ACCOUNTS FUNDING SECURED 2021	AMOUNT
Active Cities	€90,000
CLV Rural Sports Hub Phase 4	€21,955
Sports Inclusion Disability Project Capital	€20,000
<b>TOTAL</b>	<b>€131,955</b>

*All projects funded by Sport Ireland through Dormant Accounts target:*

1. The personal and social development of persons who are economically or socially disadvantaged;
2. The educational development of persons who are educationally disadvantaged;
3. Persons with a disability (within the meaning of the Equal Status Act 2000).

**WSP secured funding a total of €131,955 in 2021 (2020 €228,190) as outlined in the table above.**

**Sport Ireland | Other Funding:** In 2021, WSP was allocated a further €32,455 to administer the Covid-19 Club Small Grant Scheme designed to reduce the risk of COVID19 infection in club and community sports settings. The fund was developed to support clubs, which may not have the finances to implement Covid-19 related hygiene and social distancing protocols. I need to check this tomorrow.

WSP was allocated €9,800 under a new Sport Ireland Sports Capital fund to purchase capital equipment and the funding was used to purchase Activator Poles for use in walking programmes. WSP was allocated €15,000 from Sport Ireland under the new Research Funding Scheme 2021 for a research project that will examine the impact of the menopause on participation in physical activity.

**Benefit in Kind Investment by our Partners:** We continue to have a considerable and extremely important benefit in kind investment from many of our stakeholders. In particular, Waterford City and County Council has supported WSP since its inception with office space for all our staff, IT supports, payroll support and other key administration support. In addition to the significant financial and practical benefits this brings to WSP, of equal importance has been the development and strengthening of relationships and understanding between WSP and Waterford City & County Council over the years due to the proximity of operations. We also acknowledge the investment of time by all our board members, and their representative organisations, NGBs and sports club partners, school and community partners and all other stakeholders.

**New Online Accounting System:** In quarter 4 2021, a new online accounting system, Xero, was put in place on a parallel run basis with the current WSP accounts system Sage. It is planned to go live with Xero in January 2022. This new system will offer greater flexibility for efficient processing of data and the development of timely and useful reports for staff, board and funders.

**Office Accommodation:** During 2021 the Dungarvan office was moved within the Civic offices as a direct impact of new COVID related arrangements in Waterford City & County Council. With ten members of staff between the two WSP offices a review commenced in 2021 on the optimum solution for effective accommodation.

## GOAL 4: ACTIVE MANAGEMENT

### Waterford Sports Partnership CLG Financial Statements for the year ended 31<sup>st</sup> December 2021

The Waterford Sports Partnership CLG Financial Statements for the year ended 31<sup>st</sup> December 2021 are presented in section five on pages 42 to 62.

#### *The key highlights from the financial statements include:*

##### **Income and Expenditure**

- > There was a surplus retained for the year of €8.3k (2020 €12.1k).  
This was mainly due to income earned in the course of normal service.
- > Income increased from €579k in 2020 to €629k in 2021 (8.6%).  
This was mainly due to an increase in Sport Ireland and Dormant Accounts income.
- > Programme & Development Costs increased from €78k to €175k in 2021 (124%).  
This was due to the payment of COVID Grants to clubs in 2021 of €56k, a €25k increase in spend on non capitalised sports programme equipment and facilitator fees up by €12k.
- > Administrative expenses decreased from €489k to €445k (9%).  
This was mainly due to a decrease in staff costs due to the late filling of a post/non replacement of another staff member.

##### **Balance Sheet**

- > Net Fixed assets increased by €11.6k to €71.4k. There were additions of €33k in 2021 made up primarily of sports equipment – bikes, trishaw, activator poles (€24k) and €9k of fixtures, fittings, equipment and laptops.
- > Debtors decreased by €5.7k to €66.2k due to movements in amounts due from various funders.
- > Cash held increased by €150k to €1,063k mainly due to increase in creditors of €137k.
- > Creditors increased by €137k to €994k. This increase was mainly due to an increase in deferred income of €114k in 2021, mainly due to an increase in Sport Ireland and Dormant Accounts funding deferred.

#### *So what does this all mean for 2022....*

After two years of COVID19, we look forward to greater certainty in 2022 and the opportunity to proceed with implementing the many programmes we have been funded for however were unable to proceed with fully in 2021. Following the recruitment of a number of staff in the second half of 2021, we now have a full compliment of staff in place to drive our various projects and programmes.

In 2022, we plan to :

- > Continue to build WSP reserves
- > Put together a robust plan to reduce levels of deferred income
- > Put in place a cash forecasting model to better manage cash and funding needs.





## GOAL 4: ACTIVE MANAGEMENT

**Objective 4.3 Strengthen and promote good governance and best practice and support meaningful oversight and direction.**

### The IPA Governance Project

- The Institute of Public Administration (IPA) was appointed by the limited company LSPs in 2020 to review current governance standards and practices and to provide a framework of best practice policies and guidelines to support the LSPs in achieving compliance with the Governance Code for Sport. This project continued into 2021.
- A draft governance framework was issued in late December 2020 and this was reviewed and approved by the WSP board in 2021.
- A second IPA board training session for the WSP Board took place in April 2021 where the practical implementation of the draft governance framework was discussed.

### The Governance Code for Sport – The journey to full compliance

**WSP committed to being fully compliant with the Governance Code for Sport by December 2021 and as a result there was a significant focus on compliance and conformance by the board in 2021.**

*The Code has five principles and the practices recommended to implement the principles are summarised as follows:*

#### Principle 1. Leading the organisation

This is achieved by agreeing the vision, purpose, mission, values, and objectives, making sure that they remain relevant; developing, resourcing, monitoring, and evaluating a plan so that the organisation achieves its stated purpose and objectives, managing, supporting, and holding to account staff, volunteers and all who act on behalf of the organisation.

#### Principle 2. Exercising control over the organisation

This is achieved by identifying and complying with all relevant legal and regulatory requirements, making sure there are appropriate internal financial and management controls, identifying major risks for the organisation, and deciding ways of managing the risks.

#### Principle 3. Being transparent and accountable

This is achieved by identifying those who have a legitimate interest in the work of the organisation (stakeholders) and making sure there is regular and effective communication with them about our organisation, responding to stakeholders' questions or views about the work of the organisation and how it is run, encouraging and enabling the engagement of those who benefit from the organisation in the planning and decision-making of the organisation.

#### Principle 4. Working effectively

This is achieved by making sure that the governing body, individual board members, committees, staff and volunteers understand their: role, legal duties, and delegated responsibility for decision-making, making sure that as a board collective responsibility is exercised through board meetings that are efficient and effective, making sure that there is suitable board recruitment, development and retirement processes.

#### Principle 5. Behaving with integrity

This is achieved by being honest, fair and independent, understanding, declaring and managing conflicts of interest and conflicts of loyalties, protecting and promoting the organisation's reputation.



## GOAL 4: ACTIVE MANAGEMENT

***The following are the main documents and policies approved by the Board during 2021 following their review, update or development:***

WSP Governance Framework (including Board Member Induction process)	WSP Complaints & Feedback Policy and Complaints and Feedback Form.
WSP Board Terms of Reference	WSP Safety Statement
Schedule of Matters Reserved for the WSP Board	WSP Gender Diversity & Equality Policy
WSP Board Member Code of Conduct (including Conflict of Interest and Conflict of Loyalty Policy)	WSP Business Continuity & Disaster Recovery Plan
WSP Finance, Audit and Risk Committee Terms of Reference	WSP Volunteer Policy
WSP Media Policy	Conflict of Interest and Conflict of Loyalty Policy
WSP Health & Safety General Policy Statement	Risk Appetite Statement
	Risk Management Policy

By mid December 2021, WSP achieved full compliance with the Governance Code for Sport. This was formally declared at the next Board meeting which was held on 31 January 2022. WSP's Public Statement of Compliance Form is available on the WSP website.

### **Risk and Risk Management**


During 2021, WSP developed a Risk Appetite Statement and a Risk Management Policy. The WSP Risk Register was also updated in 2021.

### **Conflict of Interest and Conflict of Loyalty**

During 2021, the updated WSP Code of Conduct and Declaration of Interest forms were circulated to all Board members for completion. At the start of every Board meeting the chairperson reminds members of the need to declare any possible conflicts at the outset or if they arise during the meeting.

### **Health & Safety – the COVID impact...**

Health and safety activity continued to be impacted by COVID19 in addition to normal activity in this area including:

- 
- > Risk Assessments to cover COVID related risks
  - > Return to Sport Protocols
  - > COVID Officers present for all relevant activities
  - > Staff Home working

***Objective 4.4 Influence the culture and attitude to participation in sport and physical activity for all through strong leadership.***

### **Waterford City & County Development Plan submission**

WSP made a submission to the Waterford City & County Development Plan in August 2021 following a number of discussions with WCCC planners earlier in the year.

### **Sport Ireland Innovation Project – PACC**

The Sport Ireland Innovation project made very good progress in 2021 and is developing into a strong model for multi stakeholder partnership to address a complex issue. See case study on page 28.

***Objective 4.5 Develop and support a robust process to evaluate activities and gather evidence and research to support and guide our work.***

### **Evaluation**

***During 2021 WSP actively contributed to the following Sport Ireland evaluations:***

- > Sport Ireland Outdoor Urban Adventure Project Evaluation was supported through online surveys, meetings with consultant and arranging focus group meetings with participants and partners to contribute to the process.
- > Sport Ireland Active City Evaluation Process
- > Sport Ireland Innovation Project Evaluation Process
- > WSP is a member of the TUS Postdoc Menopause Lifestyle project and in that context successfully applied under the Sport Ireland Research Funding measure for funding to research the effects of menopause on physical activity.



# SECTION 4

## Future Plans





## SECTION 4: FUTURE PLANS

The WSP Strategic Plan 2018-2022 will continue to provide direction and focus for WSP in 2022. Sustaining the resources within the Partnership to deliver on the strategy will require WSP, partner agencies and the community to continue to work together in conjunction with Sport Ireland in order to sustain and develop additional opportunities for participation.

The following summarises some of the main areas of focus for 2022 under each of WSP's four goal areas:



### **Goal 1 - Active People Many Opportunities, Many Places**

*To support the provision of a wide range of opportunities for people to participate in sport and physical activity in a variety of places.*

#### **Continue Supporting a Safe Return to Sport**

WSP will continue to focus on supporting a safe return to sport and physical activity, both indoor and outdoor, as restrictions allow, while also building on the virtual opportunities developed in 2020 and 2021. We will particularly focus on those most affected by the challenges of the Covid-19 pandemic including older adults, people with a disability and young people. Supporting coaches, administrators and volunteers within sports clubs and community organisations with a full return to their sport will be a priority.

#### **Focus on Low Participation Groups**

The National Sports Policy has set an ambitious target of increasing sports participation in Ireland from 43% to 50% by 2027, the equivalent of 1% per year. To achieve this the policy highlights the need to tackle participation gradients by targeting groups in our society that participate significantly less than the overall average. These include people with disabilities, people from lower socio-economic backgrounds, women and girls, and ethnic minority groups. WSP has an ongoing commitment to supporting these target groups and in doing so addressing the gradients in sport in Waterford. In addition, Sport Ireland's Participation Strategy identifies population groups who are at the lower end of the sports participation gradients as a priority. Sport Ireland Core and Dormant Accounts funding streams which support initiatives targeting these groups will be actively pursued to support WSP in this area of work.

### **Goal 2 - Active Network Strengthening the Network, Connecting People.**

*To support and strengthen the capacity of the network of people and organisations who facilitate sport and physical activity in Waterford.*

#### **Maximising opportunities from the trend towards Physical Activity in the Outdoors**

WSP will grow its investment in outdoor sports and will prioritise sports including walking, cycling, running and swimming which is in line with the objectives of the National Sports Policy and which are seen as having the greatest potential for generating higher levels of active participation across the life course. The move towards exercise in the outdoors accelerated during the pandemic and sustaining this positive momentum in sports such as open water swimming, cycling and walking will be continued.

#### **Strengthening the WSP Tutor Team and Delivery Partners**

In 2022, it is planned to strengthen and build on the WSP Tutor Team and Partner initiatives. New agreements will be put in place, training will be provided and needs assessed.

#### **Achieving the CARA Xcessible Bronze Award**

WSP has committed and is on the journey to achieving the CARA Xcessible Bronze Award, a programme which aims to support and empower LSPs and other organisations to provide positive and meaningful participation opportunities for people with disabilities. The WSP Sports Inclusion Disability Programme will continue to encourage and facilitate more people with disabilities to participate in sport and physical activity. The pandemic was particularly disruptive for the services and supports available to people with a disability and hence a priority focus on this area of work is planned for 2022.





## SECTION 4: FUTURE PLANS

### Goal 3 - Active Engagement Clear Messages, Effective Communication

*To communicate clear and consistent messages and positively promote sport and physical activity opportunities.*

**Communications Strategy:** A WSP Communications Strategy will be developed in 2022 in conjunction with the development of the next WSP Strategy. This strategy will consider the rapid changes in communications platforms and approaches in recent years, increased communication demands on WSP team and best practice approaches.

**Data Protection Gap Analysis:** A Data Protection Gap Analysis is planned for early 2022 to review WSP's GDPR compliance and make recommendations for best practice and reduce risk in this area.

#### **Waterford City and County Development Plan:**

During 2021, WSP continued to engage with WCCC planners in relation to the development of the next City and County Development Plan to ensure sport and physical activity developments are prioritised. A strong WSP submission was made in August 2021 and we will continue to work with WCCC in 2022 to create awareness and support opportunities for improved infrastructure to get people active.

DRAFT  
WATERFORD CITY AND  
COUNTY DEVELOPMENT PLAN  
2022-2028



### Goal 4 – Active Management – Sufficient Resources, Good Governance

*To lead and influence a culture of participation, good governance and competent operations*

**New Strategy Development:** The current WSP strategic period ends in 2022. We will review the outcomes and impacts of the 2018-2022 strategy and develop a new strategy for the coming five years. This is timely as Sport Ireland plan to develop an LSP Network Strategy in 2022 to address the growth, development and future direction of the network. This will help to inform the WSP Strategy development.

**Gender Diversity for WSP Board:** Despite the board's intention at the start of 2021 to increase female representation on the Board from 3 to 5, for various reasons by January 2022 there was no longer female representation on the Board. A plan was put in place in late 2021 to move to a minimum 30% gender representation on the WSP Board in 2022 with a target of 40% by the end of 2023. A Skills Audit planned for early 2022 will also help to inform any gaps in skill requirements on the WSP Board.

**The Governance Code for Sport:** WSP achieved full compliance with the Governance Code for Sport by December 2021 and formally declared this compliance at the first Board meeting of 2022 on 31 January 2022. The WSP Board worked hard in recent years to reach full compliance and is committed to monitoring its implementation, achieving best practice and to ongoing compliance with governance requirements.

**Organisation Restructure and Recruitment:** The Board identified the need for an organisation restructure in 2020 and much was achieved in 2021 to this end including securing additional resources from Sport Ireland, three new posts established and all vacant posts were filled. In 2022, we will continue to settle into the new structure with a focus on more effective and efficient planning and reporting, improving office accommodation and establishing clear roles and responsibilities.

**Local Sports Plan:** The National Sports Policy under Action 8 has tasked Sport Ireland with supporting Local Authorities in developing Local Sports Plans consistent with the overall vision and objectives of the National Sports Policy. WSP will continue to strengthen its working relationships with the Local Authority in line with the National Sports Policy objective regarding the development of Local Sports Plans while close collaboration with regard to facility development and usage will also be pursued.

**Building Strategic Partnerships and Strengthening Relationships:** WSP recognises the importance and value of engaging strategically with our partners including WCCC, NGBs, Healthy Communities to co-ordinate and focus effort for project delivery where there is greatest need and plans to avail of opportunities to strengthen relationships in 2022.

# SECTION 5

Waterford Sports Partnership CLG

## Financial Statements

for year ended 31<sup>st</sup> December 2021





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## DIRECTORS AND OTHER INFORMATION

### Board of Directors as at 7 April 2022

Neil O'Sullivan  
Mark Fitzgerald  
Eoin Breathnach  
Stephen Whelan  
Pat Nugent  
Terry Hayes  
Austin Flavin  
Joe Kelly  
Michael O'Brien

### Solicitor

Lanigan & Curran  
Cross Bridge Street  
Dungarvan  
Co. Waterford

### Secretary and Registered Office

Mark Fitzgerald  
Civic Offices  
Dungarvan  
Co. Waterford

### Bankers

Bank of Ireland  
Grattan Square  
Dungarvan  
Co. Waterford

### Statutory Auditors

JBW Accountants UC  
Certified Public Accountants and Statutory Auditors  
Dungarvan  
Co. Waterford

### Company Number

378713

### GS Number

1674

### Date

7<sup>th</sup> April 2022

## STATEMENT OF DIRECTORS AND RESPONSIBILITIES

Irish company law requires the directors to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. Under that law the directors have elected to prepare the financial statements in accordance with Irish Generally Accepted Accounting Practice (accounting standards issued by the Financial Reporting Council and Irish law). In preparing the financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and profit or loss of the company to be determined with reasonable accuracy, enable them to ensure that the statutory financial statements and directors report comply with the Companies Act 2014 and enable the statutory financial statements to be audited. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The company secretary is responsible for all company secretarial work. This includes recording minutes of all meetings, the Annual General Meeting and notice of these meetings, in the company register, the maintenance of all statutory records, including submission of the Annual Return to the Companies Registration Office, and ensuring that the company complies with all of the Companies Act, 2014.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Each of the directors is aware of no relevant audit information of which the company's statutory auditor is unaware and has taken the necessary steps to establish that the auditor is aware of all relevant audit information.

### **Disclosure of information to the auditors**

So far as each person who was a director at the date of approving this report is aware, there is no relevant audit information, being information needed by the auditor in connection with preparing its report, of which the auditor is unaware. Having made enquiries of fellow directors and the company's auditor, each director has taken all the steps that he/she is obliged to take as a director in order to make himself/herself aware of any relevant audit information and to establish that the auditor is aware of that information.

### **On behalf of the board**

**Neil O'Sullivan**  
Chairperson / Director

**Mark Fitzgerald**  
Secretary / Director

**Date: 7<sup>th</sup> April 2022**



## DIRECTORS' REPORT

The directors present herewith their report and the audited financial statements for the year ended 31 December 2021.

### **Incorporation**

The company was incorporated as a company limited by guarantee and not having a share capital on 27<sup>th</sup> November 2003.

### **Principal Activities**

The company was established to enhance opportunities to participate in sport and physical activity. The main sources of financial assistance received by the company to assist in delivering services to support these objectives are from:-

- Sport Ireland, Sponsoring body – Dept. of Tourism, Culture, Arts, Gaeltacht, Sports and Media (DTCAGSM)
- Dormant Accounts via Sport Ireland
- Health Service Executive (HSE)
- HSE – National Lottery Funding
- Dept. of Children, Equality, Disability, Integration & Youth (DCEDIY) Via WWETB
- Go For Life
- Waterford City & County Council
- Dept. of Tourism, Culture, Arts, Gaeltacht, Sports and Media (DTCAGSM)
- Department of Justice

### **Review of the business and future developments**

The Directors acknowledge the result for the year and consider it to be in line with expectations. The Directors are confident that the company will match its expenditure costs with appropriate income streams in the next financial year and that the company can continue to operate successfully for the foreseeable future.

### **Results for the year and state of affairs as at 31 December 2021**

The income and expenditure account for the year and the balance sheet as at 31 December 2021 are set out on pages 10 and 11. The surplus on ordinary activities before taxation amounted to €8,282. After deducting taxation of €nil an amount of €8,282 has been retained by the company.

### **Directors**

The directors are appointed to the board as nominees of representative organisations and public bodies as laid down in the Constitution and remain as directors until that nomination is rescinded. The board may also co-opt up to three other directors whose term of office is one year, which may be renewed on a year by year basis thereafter by the board. The directors of the company during the year ended 31 December 2021, all of whom were directors of the company for the year unless otherwise stated, were:-

Don Tuohy (resigned 12/01/22), Elaine Dunne (resigned 20/01/22), Susan Scully (resigned 11/06/21), Neil O'Sullivan, Eoin Breathnach. Elaine Mullan (resigned 24/09/21), Mark Fitzgerald, Liam O'Donnell (resigned 11/06/21), Stephen Whelan, Pat Nugent, Terry Hayes, Austin Flavin, Joe Kelly and Michael O'Brien.

### **Governance**

The company was incorporated, under Irish Company Law, as a company limited by guarantee and not having a share capital, on 27<sup>th</sup> November 2003. The liability of the members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up, such amounts as may be required, not exceeding €1 each. The company was established under a Memorandum of Association (amended under Special Resolution dated 28<sup>th</sup> November 2014) which established the objects and powers of the company and is governed under the Articles of Association and managed by a board of directors.

The Company has a staff team based in Dungarvan and Waterford and is headed by a manager who reports directly to the board through the Chairperson. Decisions reserved for the board to make include:

- The Company's strategic plans and annual operating budgets;
- Projects outside the scope of the strategic plan;
- Litigation;
- Appointment / Removal of Auditors;
- Approval of Borrowing / Finance Facilities;
- Approval of Contracts with term exceeding one year or any financial liability on the Company;
- Annual Review of Risk and Internal Controls; and
- Approval of new staff positions.

Although the board of directors is ultimately responsible for the Company and for the above list, certain duties and responsibilities are delegated from the Board of Directors to the manager and through her to the staff team. This includes; leading and managing the Company's staff members, programmes, projects, and all other administrative aspects so that the Company's ongoing mission, vision, and strategies are fulfilled within the context of the Company's values as approved by the Board of Directors. The manager and the Chairman are responsible for preparing materials for Board consideration and for preparing materials for any strategic planning process. The Board has approved the Code of Governance for Sporting Bodies, which was fully implemented by 31 December 2021.

### Ultimate controlling party

The ultimate controlling party of the company are the member directors. The company keeps the Register of Beneficial Ownership up to date.

### Directors' liabilities

The company has granted an indemnity to one or more of its directors against liability in respect of proceedings brought by third parties, subject to the conditions set out in the Companies Act, 2014. Such qualifying third party indemnity provision remains in force as at the date of approving the directors' report. No claims have been made under this indemnity during the year.

### Principal Risks and Uncertainties

The directors confirm that there is an ongoing process for identifying, evaluating and managing the significant risks faced by the company and that there has been in place for the year under review and up to the date of approval of these financial statements. The principal risks and uncertainties identified by the Board are as follows:

#### Programme Funding Risks

Waterford Sports Partnership CLG is reliant on funding from the socio-economic schemes and would find it difficult to continue in existence in the event of this funding being withdrawn. The contracts under which the company secures the principal sources of funding are renewed as follows:-

SOURCE	SCHEME	FREQUENCY
Sport Ireland – Sponsoring body: Dept. of Tourism, Culture, Arts, Gaeltacht, Sports & Media	Local Sports Partnership	Annual
Sport Ireland	Dormant Accounts	Annual
Health Service Executive	National Lottery / South East Grant	Annual
Dept. of Children, Equality, Disability, Integration & Youth Via WWETB	UBU Your Place Your Space Scheme	Annual
Age & Opportunity	Go For Life National Grant Scheme	Annual
Department of Tourism, Culture, Arts, Gaeltacht, Sports & Media	Sports Capital Programme	Annual
Department of Justice & Equality	Communities Integration Fund	Annual
Waterford City & County Council	Various	Annual
Healthy Ireland via Waterford City & County Council	Core	2019/2021

On the basis of existing contracts in place with the respective bodies, the directors are hopeful of securing funding in the coming years. However, there is no certainty regarding how government policy will impact on the future administration of some schemes detailed above. A change in government policy may adversely affect the ability of the company to plan and resource its work. In particular reduced Programme Funding or match funding from Partner organisations would negatively impact on the Board's strategic plan. The board of directors are aware of these issues and continue to monitor and assess the impact of any changes. The ongoing scale of operations of the company is dependent on existing contracts being renewed at similar funding levels.

### **Service Delivery Risks**

The pandemic continued to impact the way in which programmes and activities were delivered in 2021. The company operated in line with government guidelines and adapted to changes in those guidelines as the year progressed. The company's strategy was to prioritise outdoor activities, for smaller groups, with an independent COVID Officer managing COVID protocols. The company's staff and tutors completed relevant training to ensure programmes were safe in their delivery while also adapting to additional requirements provided by different sectors e.g. disability/youth at risk.

### **Asset Management Risks**

The board is aware of the need to safeguard the assets of the company and to put in place a robust internal control environment over assets and sports equipment owned by the company. The company maintains an up-to-date fixed asset register and undertakes an audit of same on an annual basis. The company is in the process of implementing an asset tagging system to further enhance the control measures in place.

### **Staff Skills & Safeguarding Risks**

The company operates in an environment that requires skilled staff. There is an ongoing need to monitor staff performance and to put appropriate training plans in place. The protection of children and vulnerable persons is a key matter for the company. Sourcing skilled staff is becoming more challenging as staff mobility increases. Management continues to monitor the skills needs of the company and have in place the appropriate safeguarding and health & safety policies to mitigate any risks arising.

### **Cyber Security & Data Protection Risks**

The company is dependent on robust information technology systems and infrastructure for most of its data recording and management reporting and partially in its delivery of services. An adverse event could result in significant reputational damage and a potential resultant loss in funding. Policies are in place for the protection of both business and personal data, as well as in the use of IT systems and applications by company staff. Regular monitoring of compliance and appropriate contracts with IT services providers are in place to mitigate these risks.

### **Reserves Policy**

The Board of the Company has set a reserves policy which requires:

- Reserves be maintained at a level which ensures that the Company's core activities could continue during a period of unforeseen difficulty.
- A proportion of reserves be maintained in a readily realisable form.

This takes into account:

- Risks associated with income and expenditure being different from that budgeted
- Planned activity level and potential opportunities
- The organisation's contractual commitments
- The cost associated with potentially having to make staff redundant in an emergency situation

The directors have examined the company's requirement to maintain an appropriate level of reserves in light of the main risks to the organisation and have reviewed its policy to generate unrestricted funds not committed or invested in specific programmes/initiatives, chiefly by way of maximising other income. The company has received minimal income of a discretionary nature since its incorporation. The directors continue to consider other activities / programmes that may contribute to the company's reserve.



### **Proper Books and Records**

To ensure that proper books and accounting records are kept in accordance with Sections 281 to 285 of the Companies Act, 2014, appropriately experienced personnel maintain the accounting records on a computerised accounting system. The books are located at The Civic Offices, Dungarvan, Co. Waterford.

### **Political Contributions**

The company did not make any disclosable political donations or contributions in the current year.

### **Going Concern**

In the opinion of the directors, the company has sufficient financial resources together with medium-term contracts with a number of grant bodies across different activities, and as a consequence, they believe that the company is well placed to manage its business risks successfully despite the current economic uncertainties. After making enquiries, the directors have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. In reaching this conclusion the directors have had due regard to the available cash reserves and cash generation from operations which taken together provide confidence that the company will be able to meet its obligations as they fall due.

### **Research & Development**

The company did not engage in any research and development activity during the year.

### **Related Party Transactions**

The company did not enter into any transactions in which the directors had a beneficial interest during the year.

### **Post Balance Sheet Events**

No events have occurred subsequent to the Balance Sheet date, which require disclosure in the financial statements.

### **Statutory Auditors**

The auditor, JBW Accountants UC, have expressed their willingness to continue in office in accordance with the provisions of Sections 380 to 385 of the Companies Act, 2014.

### **On behalf of the board**

**Neil O'Sullivan**

Chairperson / Director

**Mark Fitzgerald**

Secretary / Director

**Date: 7<sup>th</sup> April 2022**



**JBW Accountants UC**  
**Certified Public Accountants**  
**& Statutory Auditors**

3, Church Street,  
Dungarvan,  
Co. Waterford

Tel. (058) 45878 / 45879  
Fax. (058) 48435

We have audited the financial statements of Waterford Sports Partnership CLG for the year ended 31 December 2021 on pages 11 to 21, which comprise the Income & Expenditure Account, the Balance Sheet, the Statement of Changes in Equity, the Statement of Cash Flows and the related notes to the financial statements, including the summary of significant accounting policies. The financial reporting framework that has been applied in the preparation of the financial statements is Irish law and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland issued in the United Kingdom by the Financial Reporting Council".

**In our opinion, the financial statements:**

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the assets, liabilities and financial position of the company as at 31 December 2021 and of its financial performance for the financial year then ended; and
- have been properly prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been properly prepared in accordance with the requirements of the Companies Act, 2014.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (Ireland) [ISA's (Ireland)] and applicable law. Our responsibilities under those standards are further described in the 'responsibilities of the auditor for the audit of the financial statements' section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA) concerning the integrity, objectivity and independence of the auditor, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate. Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Company's ability to continue as a going concern for a period of at least twelve months from the date when the financial statements are authorised for issue. Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

**Other information**

The directors are responsible for the other information in the annual report. Other information comprises information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies in the financial statements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.



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**Opinions on other matters prescribed by the Companies Act 2014**

Based solely on the work undertaken in the course of our audit, we report that:

- We have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited.
- In our opinion the financial statements are in agreement with the accounting records.
- In our opinion the information given in the directors' report is consistent with the financial statements.
- In our opinion, the directors' report has been prepared in accordance with the requirements of the Companies Act 2014.

**Matters on which we are required to report by exception**

Based on our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report. Under the Companies Act 2014 we are required to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by sections 305 to 312 of the Act have not been made. We have no exceptions to report arising from this responsibility.

**Responsibilities of directors for the financial statements**

As explained more fully in the directors' responsibilities statement set out on page 3, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the company or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the company's financial reporting process.

**Responsibilities of the auditor for the audit of the financial statements**

The auditor's objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes their opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISA's (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISA's (Ireland), the auditor will exercise professional judgment and maintain professional scepticism throughout the audit. The auditor will also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for their opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.





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- Conclude on the appropriateness of the director's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If they conclude that a material uncertainty exists, they are required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify their opinion. Their conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. The auditor communicates with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that may be identified during the audit.
- Comply with the Auditing Practices Board's [APB's] Ethical Standards for Auditors, including the circumstances set out in note 10 to the financial statements

**The purpose of our audit work and to whom we owe our responsibilities**

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act, 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**John B. White, FCPA**

**Date: 7<sup>th</sup> April 2022**

For and on behalf of:  
**JBW Accountants UC,**  
**Certified Public Accountants and Statutory Audit Firm,**  
**Dungarvan,**  
**Co. Waterford**

## INCOME & EXPENDITURE ACCOUNT & STATEMENT OF COMPREHENSIVE INCOME

### INCOME & EXPENDITURE ACCOUNT Year ended 31 December 2021

	Notes	Year ended 31 December 2021 €	Year ended 31 December 2020 €
<b>Income</b>	18	629,399	579,076
<b>Expenditure</b>			
Programme & Development Costs		(175,440)	(77,845)
Administrative Expenses		(445,677)	(489,132)
<b>Operating surplus</b>	1	8,282	12,099
Interest receivable	2	-	23
Interest payable and similar charges		(-)	(-)
<b>Surplus on ordinary activities before taxation</b>		8,282	12,122
Tax on surplus on ordinary activities	3	(-)	(7)
<b>Surplus retained for the year</b>		8,282	12,115

All activities are considered to be continuing.

The surplus for the year was transferred to the Balance Sheet, retained reserves.

### STATEMENT OF COMPREHENSIVE INCOME Year Ended 31 December 2021

There were no recognised gains or losses for the years ended 31 December 2021 and 31 December 2020 other than those included in the Income and Expenditure Account above.

The Notes on pages 59 to 63 form part of these Financial Statements

## BALANCE SHEET

### BALANCE SHEET 31 December 2021

	Notes	2021 €	2020 €
<b>Fixed assets</b>			
Tangible assets	5	71,405	59,774
<b>Current assets</b>			
Debtors	6	66,222	71,987
Bank		1,063,101	912,422
		<u>1,129,323</u>	<u>984,409</u>
<b>Creditors</b>			
Amounts falling due within one year	7	(993,966)	(857,329)
<b>Net current assets</b>		<u>135,357</u>	<u>127,080</u>
<b>Total assets less current liabilities</b>		206,762	186,854
Capital Grants	15	(71,405)	(59,779)
<b>Net Assets</b>		<u>135,357</u>	<u>127,075</u>
<b>Capital and reserves</b>			
Retained Reserves	11	(67,760)	(76,042)
Other Reserves	12	203,117	203,117
		<u>135,357</u>	<u>127,075</u>

### STATEMENT OF CHANGES IN EQUITY

	Capital Reserve €	Retained Earnings €	Total €
At 31 December 2019	203,117	(88,157)	114,960
Surplus for the year ended 31 December 2020	-	12,115	12,115
At 31 December 2020	<u>203,117</u>	<u>(76,042)</u>	<u>127,075</u>
Surplus for the year ended 31 December 2021	-	8,282	8,282
At 31 December 2021	<u>203,117</u>	<u>(67,760)</u>	<u>135,357</u>

On behalf of the board

Neil O'Sullivan  
Chairperson / Director

Mark Fitzgerald  
Secretary / Director

Date: 7<sup>th</sup> April 2022

The Notes on pages 59 to 63 form part of these Financial Statements



## STATEMENT OF CASH FLOWS

### STATEMENT OF CASH FLOWS Year ended 31 December 2021

	Notes	2021 €	2020 €
<b>Cash flows from operating activities</b>			
Operating surplus		8,282	12,099
Depreciation charge		21,747	25,334
Amortisation		(21,751)	(25,332)
Decrease / (Increase) in debtors		5,765	(51,331)
Increase in creditors		136,637	386,601
Cash generated from operations		150,680	347,371
Corporation tax (paid)		(-)	(7)
Net cash generated from operating activities		150,680	347,364
<b>Cash flows from investing activities:</b>			
Interest received		-	23
Payments to acquire tangible fixed assets		(33,378)	(25,125)
Net cash generated from investing activities		(33,378)	(25,102)
<b>Cash flows from financing activities</b>			
Capital Grants Received		33,377	25,125
New Short Term loan (repaid) / drawdown		-	-
Net cash generated from financing activities		33,377	25,125
<b>Net increase in cash and cash equivalents</b>		<b>150,679</b>	<b>347,387</b>
Opening cash and cash equivalents		912,422	565,035
Cash and cash equivalents at 31 December	14	1,063,101	912,422

The Notes on pages 59 to 63 form part of these Financial Statements

## SIGNIFICANT ACCOUNTING POLICIES

### Statement of compliance

The financial statements have been prepared on the going concern basis and in accordance with Irish statute, comprising the Companies Act, 2014, and comply with the Financial Reporting Standard applicable in the Republic of Ireland (FRS 102). Accounting standards generally accepted in Ireland in preparing financial statements giving a true and fair view are those promulgated by the Institute of Certified Public Accountants in Ireland and issued by the Financial Reporting Council.

### Basis of preparation

The financial statements have been prepared under the historical cost convention. Historical cost is generally based on the fair value of the consideration given in exchange for assets and comply with the Financial Reporting Standards of the Accounting Standards Board (FRS102), except for the company invoking the true and fair view override with regard to the exceptions as detailed hereunder. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements.

#### Exceptions, as permitted by Section 3.4 of FRS102 and Section 291(5) of the Companies Act 2014

In order for the financial statements to show a true and fair view the directors have determined the following format changes to be appropriate:

Income and Expenditure Account - the profit and loss format be renamed to an Income & Expenditure account detailing the income and expenditure by nature. As the company is a company limited by guarantee the capital and reserves section of the balance sheet has been adapted accordingly.

### General Information

The company is a company limited by guarantee and not having a share capital and is incorporated in the Republic of Ireland. The financial statements are presented in Euro, which is the functional currency of the company. The registered office is shown in the Directors and Other Information page. The principal activity of the company is disclosed in the Directors' Report.

### Income

#### Funding Received – Restricted

Funds received from various funding agencies are credited to the Funding – Restricted Account in the year of receipt. Where funds received have not been distributed to Projects or allocated to administrative expenses they are included under creditors in the balance sheet as deferred income.

#### Funding Received – Unrestricted

Unrestricted funds represent amounts which are expendable at the discretion of the directors in furtherance of the objectives of the company and which have not been designated for other purposes. Such funds may be held in order to finance working capital, capital expenditure or creation of Reserves under its Reserves Policy.

### Expenditure

Projects - Expenditure is recognised when payment is made to the project promoters following receipt of funding from the funding agency.

Administrative Costs – Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes Value Added Tax (VAT) which cannot be recovered and is reported as part of expenditure to which it relates.

### Tangible assets

Tangible assets are shown at cost or valuation less accumulated depreciation and accumulated impairment losses. Such cost includes costs directly attributable to making the asset capable of operating as intended. Depreciation is calculated with reference to the above value to write off the asset over their expected useful lives on a straight line basis at the following annual rates:-

	Rate
Fixtures, Fittings & Equipment	15% SL
Computers	33.3% SL
Sports Equipment	20% SL

## SIGNIFICANT ACCOUNTING POLICIES cont/d

### Debtors

Known bad debts are written off and specific provision is made for any material amounts, the collection of which is considered doubtful.

### Taxation

The company has exemption under Section 235 TCA '97 from corporation tax on operating income.

### Trade and other debtors

Trade and other debtors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method less impairment losses for bad and doubtful debts except where the effect of discounting would be immaterial. In such cases the receivables are stated at cost less impairment losses for bad and doubtful debts.

### Grants

Government grants are recognised when it is reasonable to expect that the grants will be received and that all related conditions will be met, usually on submission of a valid claim for payment. Government grants in respect of capital expenditure are credited to a deferred income account and are released to profit over the expected useful lives of the relevant assets by equal annual instalments. Grants of a revenue nature are credited to income so as to match them with the expenditure to which they relate.

### Pensions

The company operates a defined contribution scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The charge to the profit and loss account represents contributions payable by the company to the fund.

### Trade and other creditors

Trade and other creditors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method, unless the effect of discounting would be immaterial, in which case they are stated as cost.

### Provisions

Provisions are recognised when the company has a present legal or constructive obligation arising as a result of a past event and it is probable that an outflow of economic benefits will be required to settle the obligation and a reliable estimate can be made. Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a pre-tax rate that reflects current market assessments of the same value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as an interest expense.

### Revenue recognition

Revenue is recognised to the extent that the company obtains the right to consideration in exchange for its performance. Revenue is measured at the fair value of the consideration received, excluding discounts and rebates. The following criteria must also be met before revenue is recognised:

#### Sale of goods

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on dispatch of the goods, the amount of revenue can be measured reliably, it is probable that the economic benefits associated with the transaction will flow to the entity and the costs incurred or to be incurred in respect of the transaction can be measured reliably.

#### Rendering of services

Revenue from the rendering of services is recognised by reference to the stage of completion. Stage of completion is measured by reference to labour hours incurred to date as a percentage of total estimated labour hours for each contract. Where the contract outcome cannot be measured reliably, revenue is recognised only to the extent of the expenses recognised that are recoverable.

#### Interest income

Revenue is recognised as interest accrues using the effective interest method.

#### Dividends

Revenue is recognised when the company's right to receive payment is established.



## SIGNIFICANT ACCOUNTING POLICIES cont/d

### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the balance sheet date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The estimates and assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or the period of the revision and future periods if the revision affects both current and future periods.

The following judgements (apart from those involving estimates) have had the most significant effect on amounts recognised in the financial statements:-

Accruals - accrual for costs incurred at the year-end date for which invoices had not been received at the time of approval of these financial statements are provided based on management's best estimate of the cost arising.

Long-lived assets useful lives – the annual depreciation charge depends primarily on the estimated lives of each type of asset class and their estimated residual values. The directors review these assumptions in light of prospective economic utilisation and physical condition for each asset. Changes in the assumptions can have a significant impact on depreciation and amortisation charges for a period.

### Impairment of assets

Assets that are subject to amortisation and depreciation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of (a) an asset's fair value, less costs to sell, and (b) its value in use. For the purposes of assessing impairment, assets are grouped at the lowest level for which there is separately identifiable cash flows.

### Related parties

For the purposes of these financial statements a party is considered to be related to the company if:-

- The party has the ability, directly or indirectly, through one or more intermediaries to control the company or exercise significant influence over the company in making financial or operating decisions;
- The company and the party are subject to common control;
- The party is a member of key management personnel of the company or a close family member of such an individual or is an entity under the control, joint control, or significant influence of such individuals. A close family member of an individual are those family members who may be expected to influence, or be influenced by, that individual in their dealings with the company.

### Financial Instruments

The company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and third parties, loans to related parties and investments in non-puttable ordinary shares.

Financial assets that are measured at cost and amortised cost are assessed at the end of each financial reporting period for evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Profit & Loss Account.

## NOTES TO THE FINANCIAL STATEMENTS

### 1 Operating surplus

	Year ended 31 December 2021	Year ended 31 December 2020
	€	€
Operating surplus is stated after charging / (crediting):		
(i) Directors' remuneration	-	-
(ii) Depreciation	21,747	25,334
(iii) Amortisation of capital grants	(21,751)	(25,332)

### 2 Interest receivable

	Year ended 31 December 2021	Year ended 31 December 2020
	€	€
Deposit interest received & receivable	-	23
Other investment income	-	-
	-	23

### 3 Taxation

	Year ended 31 December 2021	Year ended 31 December 2020
	€	€
Deposit Interest Retention Tax (DIRT)	-	7
Corporation tax	-	-
	-	7

Under Section 235 of the Taxes Consolidation Act 1997, the income of the company is exempt from corporation tax. The company is not exempt from DIRT taxes.

### 4 Employees and remuneration

The average number of persons contracted by the company during the financial year was as follows

	Year ended 31 December 2021	Year ended 31 December 2020
Management	1	1
Administration / Sports Development Officers	7	8
	8	9

	Year ended 31 December 2021	Year ended 31 December 2020
	€	€
The employee costs comprise of:		
Wages and salaries	334,297	368,355
Social Welfare	36,516	38,873
Social Welfare Receipts	(3,553)	(2,494)
Staff Pension Costs (see note 16)	22,951	24,681
	390,211	429,415

## NOTES TO THE FINANCIAL STATEMENTS cont/d

5	Tangible fixed assets	Sports Equipment €	Fixtures, Fittings & Equipment €	Computers €	Total €
	<b>Cost</b>				
	At 31 December 2020	87,849	38,905	16,411	143,165
	Additions	24,333	3,208	5,837	33,378
	Disposals	-	-	-	-
	<b>At 31 December 2021</b>	<b>112,182</b>	<b>42,113</b>	<b>22,248</b>	<b>176,543</b>
	<b>Depreciation</b>				
	At 31 December 2020	52,067	18,809	12,515	83,391
	Charge for year	13,731	4,944	3,072	21,747
	Disposals	-	-	-	-
	<b>At 31 December 2021</b>	<b>65,798</b>	<b>23,753</b>	<b>15,587</b>	<b>105,138</b>
	<b>Net book amounts</b>				
	At 31 December 2020	35,782	20,096	3,896	59,774
	<b>Net book amounts</b>				
	At 31 December 2021	46,384	18,360	6,661	71,405
6	<b>Debtors</b>			<b>31 December 2021</b>	<b>31 December 2020</b>
				€	€
	<b>Amounts falling due within one year</b>				
	Other Debtors & Grants Receivable			66,222	71,987
				<u>66,222</u>	<u>71,987</u>
7	<b>Creditors</b>			<b>31 December 2021</b>	<b>31 December 2020</b>
				€	€
	<b>Amounts falling due within one year</b>				
	Other Creditors			134,983	121,417
	Accruals			33,945	25,310
	Deferred income (see note 8)			825,038	710,602
				<u>993,966</u>	<u>857,329</u>



## NOTES TO THE FINANCIAL STATEMENTS cont/d

8	Deferred Income	31 December 2021	31 December 2020
		€	€
	SI Challenge Fund	33,510	16,559
	SI Women in Sport	13,706	8,605
	SI Core Funding	121,331	38,666
	SI Get Ireland Active	1,357	1,357
	SI COVID Supports	79,971	134,790
	SI Keep Well	-	3,084
	SI Research	15,000	-
	SI Healthy Ireland	750	-
	SI Capital	1,070	-
	SI Dormant Accounts - Beat the Street	414	414
	SI Dormant Accounts – Community Hub	34,926	39,037
	SI Dormant Accounts – Sport/ Youth Leader	13,441	13,811
	SI Dormant Accounts – Community Coaching	448	448
	SI Dormant Accounts – Urban Adventure	36,343	39,813
	SI Dormant Accounts – Rural Hub	69,070	78,967
	SI Dormant Accounts – Volunteer Training & Support	24,511	29,411
	SI Dormant Accounts – SIDO Capital Supports	29,000	9,000
	SI Dormant Accounts – Innovation	85,183	100,000
	SI Dormant Accounts – Active Cities	149,612	70,000
	Partner Funding	105,265	112,526
	Go For Life	3,260	4,161
	DCEDIY – ICT Grant	348	1,750
	DCEDIY (UBU Y.P.Y.S.)	6,522	8,203
		<u>825,038</u>	<u>710,602</u>

### 9 Limited by guarantee and not having a share capital

The company is limited by guarantee and does not have a share capital. Under the Memorandum of Association of the Company, all income and property of the company shall be applied solely towards the promotion of the objects of the Company. The liability of the members is limited to an amount not exceeding €1 each.

### 10 APB Ethical Standards – Provisions Available to Smaller Entities

In common with many other businesses of our size and nature we use our statutory auditors to assist with the preparation of the financial statements.

11	Accumulated Deficit	Year ended 31 December 2021	Year ended 31 December 2020
		€	€
	Opening Balance	(76,042)	(88,157)
	Surplus Retained for the year	8,282	12,115
	Closing Balance	<u>(67,760)</u>	<u>(76,042)</u>

## NOTES TO THE FINANCIAL STATEMENTS cont/d

### 12 Other Reserves

	Year ended 31 December 2021 €	Year ended 31 December 2020 €
Opening balance	203,117	203,117
Movement during the year	-	-
<b>Closing balance</b>	<b>203,117</b>	<b>203,117</b>

This reserve represents the surplus arising on the acquisition of the assets and liabilities of the unincorporated entity at 27 November 2003.

### 13 Reconciliation of net cash flow to movement in net funds

	2021 €	2020 €
Increase in cash during the year	150,679	347,387
(Increase) / Decrease in term loans	-	-
Movement in net funds	150,679	347,387
Opening net funds	912,422	565,035
Net funds at 31 December	1,063,101	912,422

### 14 Analysis of changes in net funds

	31 December 2020 €	Cash flows €	Other Changes €	31 December 2021 €
Cash in hand and at bank	912,422	150,679	-	1,063,101
<b>Net funds</b>	<b>912,422</b>	<b>150,679</b>	<b>-</b>	<b>1,063,101</b>

### 15 Capital Grants

	Year ended 31 December 2021 €	Year ended 31 December 2020 €
Opening Balance	59,779	59,986
Received during the year – Sport Ireland, Dormant Accounts	1,249	18,882
Received during the year – Sport Ireland, LSP	27,126	2,920
Received during the year – Department of Children, Equality, Disability, Integration & Youth, Capital Programme	-	3,323
Received during the year – Waterford City & County Council, Healthy Ireland Programme	3,600	-
Received during the year – WWETB ICT Investment	1,402	-
Amortised to the Profit & Loss Account	(21,751)	(25,332)
<b>Closing Balance</b>	<b>71,405</b>	<b>59,779</b>

The sponsoring body for Sport Ireland funding is the Dept. of Tourism, Culture, Arts, Gaeltacht, Sports & Media and Dormant Account funding.

Grants are recognised at their fair value where there is a reasonable assurance that the grant will be received and the company will comply with all attached conditions. Capital grants are treated as deferred credits and are credited to the profit and loss account on the same basis as the related tangible assets are depreciated. The directors confirm that all grants receivable were expended for the purposes for which they were intended.

## NOTES TO THE FINANCIAL STATEMENTS cont/d

### 16 Pension Costs

When one year's service is completed, Waterford Sports Partnership CLG make pension contributions to a defined contribution scheme at the rate of 7.5% of gross salary on behalf of each employee for the full term of employment, should funding resources allow. Pension costs amounted to €22,951 (2020: €24,681) during the year.

### 17 Contingent Liabilities

Funds received or receivable from funding agencies could be repayable if certain circumstances set out in the grant agreements occur. Under agreements between the Company and government funding agencies, various restrictions have been placed on the distribution of funds and non-compliance with the terms of agreements may result in the reimbursement to or withholding of funds by the various agencies.

Bank of Ireland holds an unspecified guarantee from the company in the amount of €40,000 dated 30/02/2013.

	31 December 2021	31 December 2020
	€	€
<b>18 Income</b>		
Sport Ireland LSP Grants	377,811	334,260
Sport Ireland Dormant Accounts Funding	68,659	63,424
Local Government Funding	99,611	93,286
Other Receipts	83,318	88,106
	<u>629,399</u>	<u>579,076</u>

The sponsoring body for Sport Ireland funding is the Dept. of Tourism, Culture, Arts, Gaeltacht, Sports & Media and Dormant Account funding.

### 19 Approval of financial statements

The financial statements were approved by the board of directors on 7<sup>th</sup> April 2022.



# APPENDICES

# APPENDIX 1 - Board Meeting Attendance

## Board Meeting Attendance

ORGANISATION	NAME	APPOINTED	RESIGNED	Board Meeting 05/02/2021	Board Meeting 16/04/2021	Board Meeting & AGM 11/06/2021	Board Meeting 24/09/2021	Board Meeting 01/10/2021	Board Meeting 26/11/2021	Total	Specific Role/
Co-opted Member	Mark Fitzgerald	16/06/2016		1	1	1	1	1	1	6	Company Secretary / Finance, Audit & Risk Committee member
Co-opted Member	Neil O'Sullivan	05/02/2016		1	1	1	1	1	1	6	Chairperson of WSP Board / Finance, Audit & Risk Committee member
HSE	Susan Scully	15/04/2005	11/06/2021	x	1	1	n/a	n/a	n/a	2	
Waterford PPN - Community	Terry Hayes	03/10/2019		1	1	1	1	1	1	6	Chairperson of Finance, Audit & Risk Committee
Waterford PPN - Disability	Elaine Dunne	17/01/2007	20/01/2022	x	1	1	x	x	x	2	Finance, Audit & Risk Committee member
Waterford PPN - Youth	Liam O'Donnell	16/06/2017	11/06/2021	1	x	x	n/a	n/a	n/a	1	
Waterford Area Partnership	Eoin Breathnach	15/04/2016		1	1	1	1	1	1	6	Safeguarding Committee member
	Stephen Whelan	27/03/2019		1	1	1	1	1	x	5	Safeguarding Committee (sub)
WCCC - CEO nominee	Don Tuohy	06/09/2007	12/01/2022	x	1	1	1	1	1	5	WSP Treasurer / Finance, Audit & Risk Committee member / Safeguarding Committee member
WCC - Elected	Joe Kelly	02/04/2020		1	1	1	1	x	1	5	
WCC - Elected	Pat Nugent	07/06/2019		1	1	1	1	x	1	5	
WIT	Elaine Mullan	15/04/2016	24/09/2021	1	1	1	1	n/a	n/a	4	Vice Chairperson of WSP
WLP	Austin Flavin	01/09/2020		1	x	1	1	1	1	5	
WWETB	Michael O'Brien	31/03/2020		1	1	1	1	1	1	6	
				11	12	13	11	8	9		

## APPENDIX 2 - Finance, Audit & Risk Committee Attendance

### Finance, Audit & Risk Committee Attendance

Organisation	Name	Appointed	Resigned	27/01/21	31/03/21	08/06/21	20/09/21	29/09/21	22/10/21	18/11/21	13/12/21	Total	Specific Role/Committee membership
Co-opted Member	Mark Fitzgerald	16/06/2016		1	1	1	1	1	1	1	1	8	Company Secretary / Finance, Audit & Risk Committee member
Co-opted Member	Neil O'Sullivan	05/02/2016		1	1	1	1	1	x	1	1	7	Chairperson of WSP Board / Finance, Audit & Risk Committee member
Waterford PPN - Community	Terry Hayes	03/10/2019		1	1	1	1	1	1	1	1	8	Chairperson of Finance, Audit & Risk Committee
Waterford PPN - Disability	Elaine Dunne	17/01/2007	20/01/2022	1	1	1	x	x	x	x	x	3	Member of Finance, Audit & Risk Committee
WCCC - CEO nominee	Don Tuohy	06/09/2007	12/01/2022	1	1	1	1	1	1	1	1	8	WSP Treasurer / Finance, Audit & Risk Committee member / Safeguarding Committee member
				5	5	5	4	4	3	4	4		



## APPENDIX 3 - Safeguarding Committee Attendance

15/11/2021

Organisation	Name	Appointed	Resigned	
Waterford PPN - Youth	Eoin Breathnach	15/04/2016		1
WCCC - CEO nominee	Don Tuohy	06/09/2007	12/01/2022	1
WSP Contact Person	Rosarie Kealy			1

## APPENDIX 4 - WSP Training & Education Courses 2020 & 2021

TARGET GROUP	COURSE/INITIATIVE	2021		2020	
		NO. OF ATTENDEES	NO. OF COURSES	NO. OF ATTENDEES	NO. OF COURSES
Sports Clubs	Safeguarding 1 Online	211	17	134	12
	Safeguarding 2 Online	36	4	23	2
	Safeguarding 3 Online	12	1	0	0
Disability	Disability Awareness Training	79	5	27	1
	Learn to Cycle <i>for People with a Disability</i>	15	1	0	0
	Autism in Sport Training			20	1
	Get Autism Active online	88	4		
Pre-Schools/Schools	Orienteering Teacher Training			16	1
	Sportshall Athletics Teacher Training			16	1
	Try Coaching - Rowing			29	2
Club/Community Training	First Aid Training	11	1	13	1
	Mountain Skills Training	10	1		
	Activator Pole training	9	1		
	Kayak Training Villierstown	4	1		
	Ride Leader Training	15	1		
	Munster Rugby Workshops <i>for adults who coach youth teams</i>	23	1		
	Maximizing Youth Soccer Sessions <i>for adults who coach youth teams</i>	28	1		
	Ready to Restart Boxing Webinar <i>for Adults who coach youth</i>	34	1		
	FAI Youth PDP1 Coaching Course	13	1		
	Trishaw Pilot Training			12	1
	Safety Boat (Rowing) Launch Course			8	1
	Athletics Ireland Leader Level 1 Course	2	1		
	Club Development Series - Sports Capital Grants	83	1		
	Club Development Series - Grant funding available locally & nationally for Waterford Clubs?	63	1		
	Club Development Series - How to recruit Volunteers	20	1		
	Club Development Series - Effective Fundraising & Sponsorship	14	1		
	Club Development Series - Effective Communicating	21	1		
TOTAL		791	47	298	23

## ABBREVIATIONS

AC	Active Cities	LSP	Local Sports Partnership
CEO	Chief Executive Officer	NGB	National Governing Body
CLG	Company Limited by Guarantee	OT	Operation Transformation
CLV	Cappoquin, Lismore, Villierstown.	PACC	Physical Activity for People with Chronic Conditions
COVID	Coronavirus Disease	PPN	Public Participation Network
CRM	Customer Relationship Management	SDO	Sports Development Officer
CSDO	Community Sports Development Officer	SIDO	Sports Inclusion Disability Officer
DCYA	Department of Children and Youth Affairs	SI	Sport Ireland
DCEDIY	Department of Children, Equality, Disability, Integration and Youth	SIAC	Sport Ireland Active City
DA	Dormant Accounts	WAP	Waterford Area Partnership
GDPR	General Data Protection Regulation	WCCC	Waterford City & County Council
HI	Healthy Ireland	WIT	Waterford Institute of Technology
HW	Healthy Waterford	WLP	Waterford Leader Partnership
HSE	Health Service Executive	WSP	Waterford Sports Partnership
HR	Human Resources	WWETB	Waterford, Wexford Education & Training Board
IPA	Institute of Public Administration	YSDO	Youth Sports Development Officer







**WATERFORD SPORTS PARTNERSHIP**

Civic Offices | Dungarvan | Co. Waterford  
058 21194

Regional Sports Centre | Cork Road | Waterford  
051 849 682

