**MINUTES OF THE MEETING OF THE SCOTTISH HOCKEY BOARD ON 29th March 2016**

**Glasgow National hockey Centre**

**18.30 start**

**ATTENDANCE**

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| **DIRECTORS** | **IN ATTENDANCE** |
| Scott Baird Chair  Cheryl Osbourne  Angie Keith  Robin McLaren  Peter Monaghan | David Sweetman CEO  Anne Wotherspoon President  Maggie Conacher V President |

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| **Item** |  | **Action** |
| 1.1 | **Apologies**  Andrew Scoular  Barbara Morgan |  |
| 1.2 | **Declarations of interest**  There were no declarations of interest |  |
| 2.1 | **Minutes of the meeting 17th January and 25th February 2016**  Minutes were reviewed. DS indicated that there was a mistake on the Attendance for the 17th January, and AK and not BM was present This was corrected and the minutes agreed to be accurate. This was corrected and both minutes agreed to be accurate.  AW indicated disappointment that she wasn’t invited onto the call. |  |
| 2.2 | **Matters Arising**  None. |  |
| 3.0 | **Action Points**  Request was made for a survey of the clubs currently part of our focus clubs scheme. DS agreed for this to happen in advance of the AGM.  AK provided an update on the work with Blue2 and the plans going forward. SB thanked AK for all her work on the project.  SB said he would be looking for non-executive Directors for the Board. The Board were in agreement on this. |  |
| 4 | **KPI Tracker**  DS Went through the KPI Tracker.  RM mentioned the importance of attracting additional funding and sponsorship. |  |
| 5 | **Risk Register**  The Risk Register was circulated. CO talked about changing the document to cover levels of assurance. |  |
| 6.2 | **Annual Accounts**  DS and PM presented the annual accounts.  There were concerns raised against the length of time taken by BDO to audit the accounts, it was agreed that the Board would consider a tender process for the position of Auditors. This requires AGM approval, and DS and PM agreed to look at how this could happen. |  |
| 7.1 | **High Performance Group.**  The Board asked for the wording in line 4 to be changed to “Variation in Budget for Board Approval, ensuring value for money” This was agreed and the High Performance Group membership and ToR were signed off. |  |
| 7.2 | **Funding**  The Board agreed to support funding for the Women’s programme to allow them to train full time in the lead up to their major events, on condition that this was matched by SportScotland and a player contribution. This offer will be taken to SportScotland to ask them to match the funding. |  |
| 7.3 | **Summer Staffing Plan,**  The Board approved the paper for the plan to support staff during the events in the summer. |  |
| 7.4 | **Charities Plan**  The Board approved the process starting for the Charitable Arm. The Consensus was that other business areas were of greater importance and should be prioritised if this is required. |  |
| 7.5 | **Maternity Policy**  Board decided to retain existing policy. |  |
| 8 | **Executive Calendar**  SB said that he would look to see if we could have a Board meeting in Late April/Early May. |  |
| 9 | **AOCB**  None |  |
|  | Meeting Concluded at 21.00 |  |