**MINUTES OF THE MEETING OF THE SCOTTISH HOCKEY BOARD ON 30/09/2019**

**Glasgow National Hockey Centre**

**18.30 Start**

**ATTENDANCE**

|  |  |
| --- | --- |
| **DIRECTORS** | **IN ATTENDANCE** |
| Scott Baird – ChairLynsey Wilson (VC)Robin McLaren (VC)Angie Keith (VC)Barbara Morgan (VC)Stephen Martin (VC)Stewart Gilmour  | David Sweetman John MacKenzie ( President) Peter Gillespie ( Vice President) (VC) Lee Waterman (Sportscotland), Karin McKenny ( Observer)  |

|  |  |  |
| --- | --- | --- |
| **Item**  |  | **Action** |
| 1.1 | **Apologies and Introductions**Apologies were given from: Sophie Ashcroft, Andrew Scoular, Jamie Carnegie ( Observer) Paul GeogheganWelcome to the New President and Vice President.  |  |
| 1.2 | **Declarations of interest**DS Encouraged members to supply their Conflict of Interest forms.  |  |
| 2 | **Minutes of the meeting 27 May 2019.**The Minutes were signed off as a true reflection of the meeting. |  |
| 3.1 | **Action Points from Previous Meeting** Ethics Manual – Agreed that to fulfil this properly, the timescale was agreed for March 2020. Core – AK provided an update on Core. SB Thanked AK for her hard work on the system. Audit Committee – Interviews will be planned in October. SB will update at the next board meeting. Strategy – The Board agreed that despite the reduction in funding from SportScotland that the strategic targets and strategic direction would remain the same. Further detail covered within DS background document. DS agreed to send out latest version of strategic plan and the new SportScotland corporate plan. Commercial Group – Presentation to the board on branding and corporate identify from SA to be held at next suitable board meeting. Charity Arm – SB to pick up with LW.  |  |
| 3.2 | **Management Accounts**DS presented the Management Accounts. |  |
| 3.3 | **KPI Tracker.** DS presented the KPI tracker, with the 18 targets that had been agreed. There was good discussion on the KPI’s. It was felt that some of the targets should be examined to ensure they are achieving their desired outcome. DS agreed that once we had been able to assess the targets for a few months, we would review them. RM suggested that we carried out an annual review of the targets. It was agreed that this was best practice, and would be put in place prior to the AGM.  |  |
| 4  | **Presentation on Performance.** Andy Tennant (AT) presented key areas of Performance  |  |
| 5.1 | **Budget 2020** The Budget was approved for 2020. There was a request for a higher level of detail. DS agreed to look at best practice for other sports and see if an improvement can be made for future budgeting.  |  |
| 7.1 | **Salary 2020** The Board approved the paper regarding a shared Bonus opportunity for staff members  |  |
| 8.1 | **Management Report**JM gave an update on the Management Meeting. JM updated on the management meetings including play offs, competition rules and social media. And the umpire respect campaign. JM asked for the Euro Championship De-brief, and DS indicated that a summary of the De-Brief, would be included when the final accounts are done.  |  |
| 9.1 | **Sportscotland update**LM Updated the meeting on a number of subjects including; The SportScotland corporate plan, The 6 month progress tracker, and the meetings scheduled for the CEO and head of domestic game.  |  |
| 10 | **Executive Calendar**As previously circulated.  |  |
| 10 | **AOCB**There were questions on the de-brief process for the Euro hockey Championships and coach relationships and it was agreed that this would be picked up by the HPG group. Meeting closed at 8.30 pm |  |