

MINUTES OF THE MEETING OF THE SCOTTISH HOCKEY BOARD ON 1 JUNE 2020

ALL VIA VIDEO

18.30 Start

VIRTUAL ATTENDANCE

DIRECTORS	IN ATTENDANCE
Robin McLaren - Chair Angie Keith Barbara Morgan Paul Geoghegan Karin McKenny Lynsey Wilson Jamie Carnegie Stewart Gilmour Stephen Martin Justine Westwood	David Sweetman John MacKenzie (President) Peter Gillespie (Vice President) Lloyd Sammeroff (Minute Taker) Jamie Frail Scott Madden Lee Waterman (SportScotland)

Item		Action
1.1	Apologies and Introductions No Apologies, Scott Madden Introduced himself and advised informed the Board how he worked as Interim Head of Domestic Game whilst Jamie Frail was on Paternity Leave for the last 8 weeks which finished today.	
1.2	Declarations of interest None	
2.1	Minutes of the meeting 30th March 2020. After some discussion about the value of the loans being offered from SHU Events to Scottish Hockey to in turn offer to clubs, the minutes from the previous meeting were approved as a true reflection of the meeting.	
3.1	Matters Arising <u>Ethics Manual</u> This is still being worked on and a separate paper has been submitted. <u>Core</u> DS and AK are meeting with Blue2 later this week to discuss the next steps. <u>Audit Committee</u> This will be discussed later in the meeting <u>Commercial Group</u> This is covered later in the meeting under the Board Recruitment paper. <u>Charity Arm</u>	

	<p>DS with support from LW has been investigating this and there are 2 options, one is operating as a trust which is only suitable if you have money to provide as grants, the other is working with England and Wales achieving our purposes but this would result in the charities' registration not being in Scotland therefore there are considerations to be made.</p> <p><u>KPIs</u> There has been a complete change in focus due to coronavirus and these are currently not the focus.</p> <p><u>Board as Welfare Lead</u> This will be covered in the next meeting.</p>	
3.2	<p>Management Accounts The paper on Management Accounts were provided to the Board.</p>	
3.3	<p>Audit Committee The committee has met for the first time and is made up with very competent individuals who are potential future Board members. SG is starting to look at the remit and responsibilities of the committee and delegate these amongst the members. There are some areas, for example, staff contracts that will be kept within the Board's remit. There will also be some discussions around changing the financial year to coincide with the hockey season year and SG committed to reviewing the situation and provide a recommendation to the Board by the end of the Summer.</p>	
3.4	<p>Performance Assessment Framework RM has asked LW to look at producing a draft assessment framework document for the Chair, other board members and CEO to which she has committed to completing by the next meeting.</p>	
4	<p>Policy Matters</p> <p><u>Anti-Bullying Policy</u> Paper on the policy was presented to the Board. Staff members Jamie Frail, Michael McDougall and Fiona Campion from Children 1st compiled the policy and Karin McKenny has reviewed it and recommended that a suitable infographic be created to support the messaging to young people. The Board agreed that it was an important policy to adopt however the wording around section 10.5 should be amended to discuss complaint rather than appeal. The wording will be amended and reviewed with assistance from PG and the Board approved its implementation once this was done.</p> <p><u>Covid 19 Update</u> SM reported to the Board that during his time as interim Head of Domestic Game he felt that the staff were working better as a group and more interdepartmental working. We have been engaging well with clubs and the Club Pledge has been a really positive success with 69 clubs signing up and as a result we have seen a large increase in our involvement with clubs and being invited to committee meetings and engaging with new and other stakeholders within the club. We have also been working on the hypothetical situations of what a restart looks like in terms of planning, training and playing to ensure that it is safe and within the</p>	

	<p>guidelines that have been set. Scott asked for assistance of any expertise from the Board to assist. Scott also worked on guidance on playing after lockdown eased that went out last Friday to clubs, this was challenging as at the last minute we were advised by SportScotland not to send any guidance out to members without having discussed it with them but they commended Scott for the work that he did on this.</p> <p>There was further discussions by the President and Vice President on the feedback from the membership in that some are enjoying the break from the sport but the majority are wanting clarification on how and when training and matches can resume and what is the situation with the previous season. The President is also the chair of the Management Committee advised that there are issues within the committee in deciding the way forward. The result for season 2019/20 has been agreed but not the format of the season 2020/21 and both should be communicated to the members at the same time. After further discussions, RM asked that DS, JF as Head of Domestic Game and JM as Chair of the Management Committee (who both attended all of the Management Committee Meetings discussing the options) produce a short paper to him by Wednesday outlining the way forward, at which point RM will review the documents and decide whether he can discuss and bring to a conclusion with stakeholders in the management committee or if it needs to be brought back to the wider Board to discuss and make the final decision. There is some urgency now in this to avoid further reputational harm to the sport.</p> <p><u>Ethics Manual</u> The update of the Ethics Manual is taking quite some time and the priority is focussing on other areas however, the Paper was presented to the Board regarding the appeal fee. It was agreed that hosting appeals should not result in a loss to Scottish Hockey and that raising the appeal fee was a fair and correct decision to make. The Board also approved the recruitment of new appeals panel members.</p> <p><u>Board Recruitment</u> Currently RM is the interim Chair however due to the guidelines within our Articles of Association he only has 1 year left in his term. Sophie Ashcroft has stepped down from the Board and so a replacement Board member with some Commercial expertise is also required. Furthermore, as previously intimated, BM is intending to step down at our AGM as a Board Member but would be interested in becoming a Board Member of SHU Events Ltd. DS is to continue working to recruit new members of the Board.</p> <p><u>Future of Hockey</u> RM asked Board members if they are able to produce by the end of August a short discussion paper on what the future is within the next 4-6 years so that the Board can look at options and prepare the strategy to reach this objective.</p>	
5	<p>Updates <u>President</u> Nothing further to add than what was discussed previously in the meeting</p> <p><u>SportScotland</u> LW provided a verbal update</p>	

	<p>AOCB</p> <p>BM provided feedback from Rhoda Howe of West District that JM and Scott Madden were doing some excellent work with communicating with the district and wanted to offer her thanks.</p> <p>DS advised that he is reviewing the Government's Job Retention Scheme as the deadline for new applications is 10 June and will discuss this with the Business Continuity Group.</p> <p>Meeting Closed – 20:00</p>	