

MINUTES OF THE MEETING OF THE SCOTTISH HOCKEY BOARD ON 15 FEBRUARY 2021

ALL VIA VIDEO CONFERENCING

18.30 Start

VIRTUAL ATTENDANCE

DIRECTORS	IN ATTENDANCE
Martin Shepherdson - Chair Angie Keith Barbara Morgan Karin McKenny Stewart Gilmour Stephen Martin Justine Westwood Wendy Justice Jamie Carnegie Gareth Tenner	David Sweetman John MacKenzie (President) Kaz Cuthbert (Vice-President)

	Action
<p>Apologies Apologies were given from Lindsay MacKenzie (sportscotland) The meeting was recorded to enable Lloyd Sammeroff to take minutes from the recording.</p>	
<p>Declarations of interest None</p>	
<p>Matters Arising</p> <p><u>Membership Engagement</u> There was a meeting with the group and the consultant last Thursday. The final number of responses to the survey were 725 which is the top end of the predicted amount we would receive which is great result as it is over 10% of the adult membership. The responses are being collated and one-to-one surveys are now being conducted with 70 individuals expressing an interest of an hour long meeting however due to costs and time constraints this is being reduced to 30 participants. These have been selected by the consultant. The steering group gave recommendations however to enable independence the consultant picked the individuals who cover a wide spectrum of geographical, club and gender split. Of the 40 others that were not involved in the individual meetings, they have been invited to submit voice or video clips to the consultant if they wish. The consultant should provide initial feedback around 23 March then present their findings at a Board meeting on 31 March. Once the Board have received the findings an action plan will be compiled and communicated to the membership to show the organisations' response.</p>	
<p>Management Accounts</p>	

<p>Our accounts for 2020 are going to be audited by Milne Craig week commencing 22 February 2021 to be approved by the Board at the next meeting on 29 March 2021, and taken to Audit Committee on 6 April, 2021 for sign-off.</p> <p>Management Accounts for 2021 will be produced in line with the format changes as requested by the Audit Committee against a budget to be approved later in this meeting. Action: January and February's MA will be prepared in advance of 29 March 2021 Board meeting and it is the committee's desire that more of the accounts will be prepared in house in the future.</p>	
<p>CEO Report</p> <p>DS submitted a 'Leadership' paper. One addition he added was the East Lothian Hockey Development Officer is now back working from permanent furlough to working 1 day per week. This role is funded by East Lothian Council and it was their desire to return to this level of operation.</p> <p>The Senior Squads are back training. A discussion was had about the extent of the guidance rules which apply in respect of these squads. It was advised that the situation for international training, matches and tournaments is constantly being reviewed. The Board have requested notification as to the steps that were taken in order to get there.</p> <p>We are hopeful that U19s can return to play in the summer however work is ongoing with SportScotland in terms of what exemptions may be required.</p> <p>All clubs that were due to compete in the EHF tournaments in Europe have been over Easter have been advised that these tournaments have been postponed until October.</p> <p>The Brave project is also being received well and looking at ways that the project can be sustained over a long period post covid. The Board were informed that consideration was being given as to how the project would be rolled out.</p> <p>CEO informed the Board that he is optimistic that the World Cup qualifying opportunity for SH men will be progressed.</p> <p>DS has liaised with LM at SportScotland on their annual submission document and the initial financial report has been submitted.</p> <p>The Board were glad that the incorporation of the Masters players is progressing well and once further setup the Board may also offer support in ensuring there is a 2-way flow of information and both organisations working together for a common goal.</p> <p>An agreed Appraisal document is in place.</p>	<p>DS to advise the current duration of this agreement to the Board.</p> <p>DS to organise for AT to either present a report for the next meeting or attend and present to the Board.</p> <p>DS to discuss with SportScotland the future targets that will be in place for the coming financial year which will be in line with our strategic plan.</p> <p>DS to finalise the MOU between SH and Scottish Masters Hockey Ltd.</p> <p>Staff appraisals are underway with the target of completion within the next 3 weeks.</p>

<p>Budget</p> <p>The Board agreed that the 2nd stage invoice for clubs will not be raised however it was agreed that the 2nd half of the clubs affiliation fee will be generated.</p> <p>The Board approved the budget and recognises that the replacement of the Performance Support Officer is not budgeted for within 2021.</p>	<p>A plan to communicate this to the members will be generated.</p> <p>This point of note is to be added to the risk register which is being updated. DS to advise the Board of any clubs that have yet to pay the 1st invoice from November at the next meeting.</p>
<p>Facilities</p> <p>A committee is being formed to look at facilities. A TOR proposal has been submitted. Consideration was given as to what skills sets are required and therefore who should sit on this committee. Agreement was made that expressions of interest would be sought.</p> <p>Scottish Hockey recognise that there is a big risk here of losing current facilities, which are suitable for hockey as local authorities may replace them with pitches which are not suitable for hockey. It was agreed that engagement with Local Authorities needed to be a targeted action, in order that Scottish Hockey be recognised and acknowledged as a stakeholder that needs to be included at the right time when pitch considerations were being made. To be able to influence is crucial. We need to get Local Authorities to understand what they are delivering on. Is minority sport being damaged with present day 3G /4G delivery? There is a need to work with the clubs to ensure that members are maximizing the let times available as much as possible to show that having a hockey pitch is a viable resource. Consideration may be given to change to CORE to allow a new field detailing the date that facilities are due to be replaced so that we can focus attention on lobbying for that facility well in advance.</p>	<p>JC to progress this</p> <p>A review nationally of all club's pitch usage to be carried out.</p>
<p>Umpire Development</p> <p>BM submitted the report. Thus far there has not been a meeting with England Hockey but is hoping this will be held within the week. Updates with then be given in due course which will incorporate a process for online Level 1 courses which will be communicated/shared with district committees so that they are included in the process.</p>	<p>BM to: 1. draft the initial Terms of Reference for the newly established Umpiring Committee. 2. Progress the root for seeking expressions of interest to join this committee.</p>
<p>World Cup 2026</p> <p>DS submitted a paper to the Board for reference. The FIH are looking for World Cup 2026 bids to be submitted by June/July of this year. There is no obligation to financial commitment for the event.</p>	
<p>Directors Governance</p> <p>The Directors have been reviewing the Articles of Association and following the outcome of the Membership Engagement Process will consider any required</p>	

<p>amendments. The aim is that proposed amendments will be submitted in time for this year's AGM.</p> <p>They are also considering which committees are required and preparing the necessary TORs.</p> <p>In addition to this, there are a number of policies that are requiring updating for example the Equalities and Diversity policy on the website is from 2013 which states that it should be reviewed every 3 years. They may also be a need to rename this as a Diversity and Inclusion policy.</p>	
<p>President Report</p> <p>JM advised that Andy Tennant gave a report on Project Brave being delayed but this is now rectified.</p> <p>The decision has been made on club European event that was cancelled is now in that the teams that were going previously will now be going to the future tournament.</p> <p>JM met with Martin Boag and the Short Life working group with a proposal going to be shared with the Management Committee over the next few days which will then be passed to the Directors.</p> <p>There have also been some discussions with a number of clubs who were displeased with us charging full fees for U18s as there has been a lack of activity on field however after the discussion they are now more content and the matter is now closed with them.</p>	
<p>AOCB</p> <p>MS reported that he has replied to the request from the District Presidents for an update on the legal spend in 2020.</p> <p>Following a request by the Management Committee, The Directors reached a decision on the Chair of Management Committee, following a tie in the election of Chair. The decision, which is that the President remains as Chair, has been communicated to Management Committee.</p>	<p>MS advised that he will go through recent previous Board meeting minutes to review the action points and will speak to those individuals for updates.</p>