Scottish Hockey Board

Meeting Minute

Date - 24.6.25

Attending:

1. Balvinder Sagoo (People Committee)
2. Derek Keir (CEO)
3. Derek O'Riordan (Observer)
4. Emma Duncan-Allan (Communications and Marketing)
5. Gareth Tenner (Finance and Governance)
6. Jane Harvey (Safeguarding, Finance and Governance)
7. Karen Gallacher (People)
8. Kaz Marshall (Performance)
9. Martin Shepherdson (Finance and Governance)
10. Neil Francis (Independent Chair)
11. Simon Clarke (Portfolio to be confirmed)
12. Apologies from Mike Burnet (Finance Director)

Minutes

1. **Conflict of Interest Declarations:**

    a. Martin initiated the meeting by asking participants to declare any conflicts of interest.
    b. No new conflicts were reported.

2. **Confidential** -The Board were updated on a confidential HR process that is ongoing and being managed in line with appropriate procedures. Further information will be provided at an appropriate time.
3. **Confidential** - The Board also acknowledged that an external complaint has been received and is being addressed appropriately. To protect confidentiality, additional details are not disclosed.
4. **Review of AGM –**
    a. **Director and President Appointments** Martin and wider board were delighted to have approval from the membership and extended a welcome to the new non executive directors (Neil, Simon, Emma and Mike) and President (Craig Munro) to Scottish Hockey.
    b. **Membership Fee:** Martin discussed the implications of the membership fee increase rejection at the AGM. Failure to approve the membership fee will impact the business income by up to £20K which will have a bearing on Scottish Hockey's capacity to deliver all of its plans in 2026 in addition to having to manage the increase in national insurance contributions which

will negatively impact our capacity and further impact financial plans for 2026.

c. **Options Considered:** The board considered the implications of maintaining current fees or holding an EGM to propose a new fee. Following discussion

d. **EGM and Membership Fees Update - Board Decision**: The board has agreed not to pursue an Extraordinary General Meeting (EGM) to propose a revised membership fee structure. **Membership Fees 2025/26**: As a result, the current membership fees will remain unchanged for the upcoming season.

e. **Next Steps and Focus Areas**

- **Rebuilding Trust**: The board is committed to rebuilding trust with members. This will include using upcoming engagement sessions to listen to feedback, work collaboratively with clubs to shape the future of hockey, and continue to prioritise financially responsible practices.
- **Improving Communication**: The board recognises the need to strengthen both internal and external communication channels, in response to concerns raised at the AGM.

  Action: Emma to follow up with the Communications and Marketing Lead.
- **Financial Sustainability**: Ensuring and reviewing long-term financial sustainability remains a key priority. *Action: Derek to follow up with the Chair and the People Committee Lead to discuss next steps.*

5. **Derek updated the Board on the kit tender process:**

a. A supplier recommendation has been made, subject to Board approval. Final contract details are still being finalised and will be shared with the Board for consideration once complete.

b. The Board acknowledged the exceptionally high standard of applications received during the tender process and extends sincere thanks to all organisations involved.

c. Special thanks were extended to Scottish Masters representatives and staff for their valuable input and engagement throughout the process.

d. The Board commended the professional approach to the tender, which ensured a robust and transparent process.

6. **Transgender Policy Review:**

a. Derek and Karen discussed the need to review the transgender policy in light of recent legal developments.

b. Policy Review: The engagement manager will prepare consultation and review of literature for consideration. The Scottish Hockey People Committee will lead the comprehensive review to ensure the Scottish Hockey policy aligns with current legal requirements and best practices around safety, fairness and inclusivity.

c. Legal Compliance: The review will take into account recent legal clarifications related to single-sex spaces and aim to balance fairness and inclusivity with compliance.
d. An update is expected before the start of next season for season 2025/26.

7. **Under-18 Event Update:**
   a. Derek provided an update regarding the forthcoming Under-18 Girls Euro Championships in Glasgow.
   b. **Event Details:** The event aims to be delivered within budget however a few risks have been identified concerning income targets over the course of the week and potential infrastructure costs.
   c. **Mitigating Risks:** Staff are working diligently, including early advertisements of tickets online to boost sales. Board members are also encouraged to attend and support the event.
   d. Action – Raise profile and secure tickets - Ticketing online should reflect ticket cart before having to register.

8. **Follow-up Tasks:**

   a. **Kit Tender Contract:** Send the kit contract details to the board for review and approval. (Derek Keir)
   b. **Financial Health:** Conduct a financial health assessment of new partner to complete due diligence. (Simon)
   c. **Communication Strategy Review:** Discuss the internal and external review of communications with Communications and Marketing Lead (Paul Elliot) to help shape the scope of the process. (Emma and Derek)
   d. **Sustainability** - Derek to follow up with expert resource, the Chair and the People Committee Lead to discuss next steps following membership fee not being approved. (Derek, Karin, Neil)
   e. **Transgender Policy Decision:** Convene the People Committee to review the research and make a recommendation on the transgender policy by 16th August. (Karin)
   f. **Transgender Policy Communication:** Engage with staff to explain the explain the process being followed to support the review of the transgender policy. (Karin)
   g. **Post-AGM Communication:** Draft and send a communication to members explaining the decision not to increase fees, the financial implications, and the steps being taken to address the shortfall. (Derek Keir, Emma)
   h. **Insurance Quotes Approval:** Resend the insurance quotes to the board for approval. (Derek Keir)
   i. **In-Person Board Meeting:** Organize an in-person board meeting for August to facilitate better engagement and discussion. (Karen)

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j. **U18 Euros** – Raise profile and secure tickets - Ticketing online should reflect ticket cart before having to register. (Derek)