

Board of Management meeting minutes

14th March 2023 - online

Version: 1

Adopted on: 14.03.23

Last reviewed on: 14.03.23

Next review date: N/A

Attendee	Role	Attendance
Iain McKinven (IM)	Chair	Dial-in
Stevie Neilson (SN)	Guest	Dial-in
Melissa Hutcheon (MH)	Director - Comms	Apologies
Ewan Hunter (EH)	Director - Commercial	Dial-in
Scott McKean (SM)	Director - Finance	Apologies
Danos Sagias (DS)	Director – Male Competitions	Apologies
David Mallon (DM)	Director	Dial-in
Karen Murty (KM)	Director	Apologies
Jim Rankin (JR)	SHA Board Special Advisor	Dial-in
Julia Stenhouse	Operations Manager	Dial-in
Barry Cook (BC)	sportscotland Partnership Manager	Dial-in
Brian Bartlett (BB)	Head of Refereeing - Guest	Dial-in
Sofia Chen (SC)	Intern - Guest	Dial-in
Marcin Zdrojewski (MZ)	SSA support (minutes)	Dial-in

1. Welcome/introductions/check in/Apologies

IM welcomed everyone to the meeting and, given the guest attendance of Stevie Neilson, Sofia Chen and Brian Bartlett, encouraged everyone to introduce themselves.

Apologies were noted for MH and SM.

No new COI were reported.

2. Minutes of previous meeting and declare any new COI

Minutes of the Board meeting held on 17th August 2022 were approved

3. Review of previous actions

A BC to provide SHA with safeguarding templates [20230314.01]

IM reminded everyone about the Annual Board Self Assessment form and Performance Skills Audit, which are to be sent out round the Board by the end of this month.

A IM (before 31st March) to circulate Annual Board Self Assessment and Skill Audit round the Board [20230314.02]

IM stressed the breadth of operations planned for the rest of the year, which are going to be crucial in this transitional period for a wide range of SHA staff and board members.

A great increase in the education sessions was noted.

The KPMG interim audit outcome has not yet been released, however the feedback from Anusha, KPMG auditor, so far has been very positive.

4. Summary - since last time (brief reminder)

New BHA chair - Chris Smith has been appointed, alongside other board members, notably EH.

IM and EH met with lots of colleagues, particularly from Sweden at the IHF World Championship Final. EH offered a massive thanks to SN for taking the first crucial steps in building a foundation for good relationships with European handball friends.

It was noted that Karen Murty, Director and club nominated Rep, has resigned from the board.

EH informed that the SHA has managed to retain the Super Cup sponsorship opportunity.

Celtic Cup, which has been successfully started by SN, has now been picked up by EH and JS. There's an appetite to continue developing handball across Scotland and Ireland but also potentially further into Wales.

5. Operations update

EH and JS presented the new ops report structure, divided into main operations areas, after which JS talked the Board through the progress made across each area.

BB suggested using some sort of RAG rating to depict whether things are on track or not.

A JS (before 31st March) to circulate the Operations Update round the board for feedback [20230314.03]

JS reiterated the safeguarding review suggestion that the board members should undergo a general safeguarding training.

A The Board to consider undertaking the Child Wellbeing and Protection in Sport training [20230314.04]

BC suggested that the above training can be completed online via the Bright Space.

A BC to provide the Board with a link to the Bright Space Child Wellbeing and Protection in Sport training for the board [20230314.05]

The progress and further steps of recruitment for the Chair role was discussed.

6. Referee Academy

BB talked the Board through the Referee Academy, emphasising main objectives:

- increasing the number of referees and;
- improving the overall referee standard.

EH and IM thanked BB for his great work around the Referee Academy, which has met with very good feedback. A hugely positive step forward, providing a real foundation for the future growth.

JS was keen to be kept informed about the upcoming referee events, so she can disseminate this information further and update the event calendar.

A BB to keep JS informed about the upcoming referee events [20230314.06]

7. AOB

JR suggested to consider whether SHA is to go with European referees for the Super Cup, and if so, further suggested to make an application fairly soon.

JR further raised concerns about collaborative working with the British Handball Board around their application submission via 360.

JS highlighted recently released 2022 Annual Report.

A JS to circulate the PDF version of the 2022 Annual Report round the Board [20230314.07]

8. Close of meeting

IM thanked everybody for their time and contribution, and closed the meeting at 20:55

Actions Summary

- Ⓐ BC to provide SHA with safeguarding templates [20230314.01]
- Ⓐ IM (before 31st March) to circulate Annual Board Self Assessment and Skill Audit round the Board [20230314.02]
- Ⓐ JS (before 31st March) to circulate the Operations Update round the board for feedback [20230314.03]
- Ⓐ The Board to consider undertaking the Child Wellbeing and Protection in Sport training [20230314.04]
- Ⓐ BC to provide the Board with a link to the Bright Space Child Wellbeing and Protection in Sport training for the board [20230314.05]
- Ⓐ BB to keep JS informed about the upcoming referee events [20230314.06]
- Ⓐ JS to circulate the PDF version of the 2022 Annual Report round the Board [20230314.07]

Decisions Summary

- ☑ Minutes of the Board meeting held on 17th August 2022 were approved