

SCOTTISH KORFBALL ASSOCIATION

ANNUAL GENERAL MEETING

SUNDAY 10TH MAY 2020 | 17:00

ZOOM TELECONFERENCE HOSTED BY CALUM LINDSAY

Present

SKA management committee

| | |
|-----------------|-------------------|
| Calum Lindsay | (Chair) |
| Nigel Cooper | (Secretary) |
| Steve Anderson | (Treasurer) |
| Rocio Melus | (Development) |
| Ross McGuinness | (Competitions) |
| Ella Paul | (Refereeing) |
| Darren Caldwell | (Web & Publicity) |

Clubs (7): Voting representatives (32)

Dundee (4): Alan Morrison, Lauren McNair, Mary Cooper, Nigel Cooper

Edinburgh City (5): Katrina Caldwell, Adam Hardy, Dan Pratt, Christie Smillie, Ella Paul

Edinburgh Mavericks (5): John Wright, Louise Pirie, Jena Connolly, Elliott Samson, Adam Luto

Edinburgh University (4): Jack Pitt, Lucy Rosenberg, Hannah Piller, Millie Keddie

Glasgow (5): Nina Murdoch, Calum Lindsay, Alice Marshall, Steve Anderson, Jenny Devlin

Strathclyde University (5): Stuart Melville, Michael Bremner, Bonnie Wan, Elise Anderson, Joshua O'Shea

St. Andrews University (4): Sabrina Hallier, Darren Caldwell, Beth McHugh, James Taylor

Non-voting members in attendance (8): Rocio Melus, Ross McGuinness, Michael Garbutt, Sam Stevenson, Andrew Goode, Ross Acklam, Drew Clayton, Aidan Murray.

1. Annual report

Calum Lindsay presented a comprehensive Chair's report (see [Appendix 1](#)) covering the activities of the Management Committee and status of Scottish korfball at present. The Chair's report makes a number of recommendations for (i) consideration by and (ii) guidance of the next Management Committee.

Questions or issues were raised concerning:

- (1) the scope of the Chair & Management Committee's recommendations (the questioner implied that the next committee might feel pressurized by them). The Chair answered that the recommendations were simply non-binding advice.
- (2) the scale and long-term success of the workplace tournament
- (3) player behaviour as a potential barrier to development and gender-equality of the sport
- (4) the lack of guidance (as opposed to assessment) for developing referees
- (5) the unsustainability of referee provision by University clubs (without training events)

- (6) the position of child protection officer – the Chair answering that the SKA’s CPO is Katrina Woodrow
- (7) how the proposed Board might input (i) into the new Management Committee and (ii) with respect to the Chair’s recommendations
- (8) how video feedback could be used to further referee development
- (9) inconsistencies between assessors in the referee assessment process
- (10) the lack of official publicity (i.e. a web-post) concerning the eventual cancellation of the 2019/20 league season
- (11) the seemingly aimless (i.e. non strategic) way that the Association uses social media

2. Finance

Steve Anderson presented the Treasurer’s income and expense accounts for the current year, and a tentative budget for the coming year (see [Appendix 2](#)).

Questions and issues were raised concerning:

- (1) the omission of web-hosting costs from the accounts – the Treasurer answering that these are billed once every 2 years
- (2) refunding clubs for the incomplete 2019/20 league season - the Treasurer and Chair answering that rebates were being pro-rated based on the numbers of games played by each team
- (3) the sustainability and/or prioritization of International training over referee and coach development
- (4) the lack of expenditure on referee development

3. Election of new Management Committee

The following members were nominated to form the new management committee:

| Nominee | Proposer | Seconder |
|-----------------|-----------------|------------------|
| Adam Hardy | Andrew Goode | Katrina Caldwell |
| Dan Pratt | Andrew Goode | Katrina Caldwell |
| Ella Paul | Calum Lindsay | Ross McGuinness |
| Jack Pitt | Hannah Piller | Ella Paul |
| Michael Bremner | Stuart Melrose | Elise Anderson |
| Stuart Melville | Michael Bremner | Elise Anderson |
| Nina Murdoch | Calum Lindsay | Rocio Melus |

4. Constitutional amendments

Two pre-circulated proposals to amend the constitution (as detailed in [Appendix 3](#)) were considered and accepted for adoption by the Association:

Amendment #1 proposed removing the fixed upper limit on the size of the Management Committee, and replacing it by a limit chosen by the outgoing Management Committee. Amendment #1 was **passed by a vote of 28 to 4** (i.e. 87.5% accept, 12.5% reject).

Amendment #2 proposed the adoption and election of a second tier of Management, namely a three-person Board serving rolling/overlapping three-year terms, for the Association. Amendment #2 was **passed by a vote of 29 to 1, with 2 abstentions** (i.e. 91% accept, 3% reject, 6% abstain).

Questions were raised concerning:

- (1) whether either of the amendments would be effective immediately
- (2) whether any candidates were already being considered to stand for the new Board
- (3) the omission of specific votes on the two options set out within amendment #2 – the Chair answering that this was a matter that could be left to the discretion of the new Management Committee

5. Closure

The Chair thanked all participants, including the outgoing Management Committee, for their contributions over the past 12 months. On behalf of the Association, the outgoing Development Officer, Rocio Melus, thanked the Chair for his own substantial contributions.

The meeting closed at 19:30

Appendix 1

Chair's Report for 2019/2020 (starts overleaf, p5-11)

Dear clubs,

This document outlines the Chair's Annual Report on korfball in Scotland, and the actions of the SKA management committee to govern and develop the sport over the last year. It includes recommendations for 2020-2021 and beyond so that future committees can use it as the basis for further action should they choose to do so. This year was extremely challenging for a number of reasons, not least the current Covid-19 pandemic. The Clubs have been extremely supportive of the committee's decision-making process during this difficult period, and I hope they will continue to support next year's committee as the full impacts of recent events on our sport at the local, national and international level become clearer.

The bulk of the report comes from individual documents produced by each committee member. I have also brought in my own perspective, gained over 2 years in the committee, in consultation with the committee members. I believe this report provides a comprehensive outline of the current position of Scottish korfball, written at a critical period in our development as an association and as a sport. It should therefore be read as an outline and proposal for the future as much as a reflection of past activities.

Governance of the sport

Each year, the Scotland Korfball experiences issues with capacity and continuity in the transition to a new committee, and it feels like the new committee has to start afresh rather than build on the work of their predecessors. In the last two years, this has been exacerbated further by the failure of the Membership to propose candidates for key roles in the management committee. This year, the roles of Web and Publicity, Secretary and Referee Development (the last of which also went unfilled in 2018-2019) were empty for long periods and the committee spent much time at the start of the year filling these roles. My thanks go to Darren Caldwell for very quickly stepping in as Communications Officer, and Nigel Cooper and Ella Paul for joining as Secretary and Referee Development officers towards the end of 2019. The committee has been without an internationals officer for several years, pushing those responsibilities on to other committee members. The committee has also not made use of the subcommittee structure proposed in the Constitution for some time, largely due to these capacity issues.

In the absence of a full committee contingent, our early priorities were largely reactive and focused on the day-to-day management of the sport, including competitions, internationals and finances. When the full committee was formed, we experienced challenges in the lack of handover, gaps or issues accessing documentation, and a backlog of issues caused by those roles remaining empty. As a consequence, much of the Committee's work in the latter half of the year involved taking stock of our current position and solidifying the infrastructure for future committees.

Within this, we began to discuss the possibility of changes in governance systems. Steve Anderson, as treasurer, engaged in extensive discussions with Anne Harrow (business development specialist) to see if many of the governance issues we face could be tackled differently. From their discussions, the committee produced a two-tier governance arrangement incorporating a Board. This general proposal was brought before an EGM in February 2020, where we were grateful to the attendees for their feedback on the ideas in principle, and on their specific thoughts for how we should go forward with specifics for the proposed structure. The constitutional amendment being considered today is the direct product of that meeting and is rooted in the need for continuity, accountability and support for the long-term development of Scottish korfball.

From the above, I have several recommendations. Firstly, future Management Committees should not be limited by the existing committee roles structure, which is not set out by the constitution and can be shaped to fit needs and priorities. I would suggest specific officers for wellbeing, discipline, student membership and different areas of development as a guide, but would again recommend that the new committee decide what they want to achieve and arrange the committee accordingly.

Secondly, the committee should remember that subcommittees are available within the constitution and may increase the involvement of clubs in the governance of the sport and connect the actions of the committee to the actions of member clubs, particularly in areas like coach and referee development. This is less a recommendation than a reminder.

Finally, I would recommend passing the two constitutional amendments proposed today, firstly to reduce the upper limit on Management Committee membership and secondly to introduce an additional tier of governance.

Secretary – this area of the report is brief. Since coming into post, Nigel has minuted each committee meeting and published those minutes on the website. He has also begun the process of rebuilding some infrastructure, particularly the membership list, which is necessary for the Association's insurance and to support communication with the Membership. This also required creation of a privacy policy. The next secretary should consider continuing this work, and should maintain an administrative infrastructures to support the Committee's activities.

Web and Publicity – we have experienced consistent growth on social media, particularly on Facebook and Instagram, although use of Twitter has been limited and there are questions about how the website might be designed and put to better use. Darren has posted about all major events, shared content where Scotland Korfball has been mentioned, and shared announcements and other relevant information. As mentioned below, there is also now a social media presence for refereeing in Scotland.

While growth of social media engagement occurred, there are quiet spots throughout the year, and keeping a regular posting schedule may improve interaction between the SKA, clubs and other korfball or sports organisations.

The website underwent minor refurbishments to keep in line with current events. There are questions as to whether Wordpress is the best platform for the website and the new Officer may want to investigate alternatives. There is also value in including fixtures and results within the website as well as within League Republic.

Competitions

This year, the Competitions role was impacted by two external issues; the Covid-19 pandemic and scheduling issues relating to other competitions. We continued to operate the League competition in line with previous years. The planned season would have consisted of each team playing the others 3 times, with 3 SKA Cup events (2 preliminary rounds, 1 final round). University teams continued to compete at BUCs competitions.

Unfortunately, the league season was postponed and then cancelled with 138 out of 168 total matches played. Following consultation with the Clubs, the unanimous decision of the Committee was to cancel this season with no further fixtures played. At this time, St Andrews University requested relegation to Division 2, and the Committee agreed to bring Edinburgh City 2 to division 1 for 2020/2021. We have advised the IKF of this decision, and indicated that Scottish teams would still be interested in participating in any European club competitions held in 2020/2021. The next committee will have to

determine how this works. Next year's committee will also have to carefully consider the league format, factoring in new teams entering, ongoing restrictions from the pandemic, and the ongoing challenges to managing the league. The Rules allow for a lot of discretion in the league structure, and this may be beneficial in this regard. There are several recommendations below to support this decision-making process.

As a consequence of the shortened season, league participation was down from 283 individual players to 258. The Development Plan aims for annual membership increases of at least 5% and significant work will have to occur for this to happen in future years. Part of this dip can be accounted for by the shortened season, but the SKA will need to support clubs actively in their participation goals to prevent stagnating numbers. There are many excellent examples of increased participation in the League, and important lessons to be learned to support us in recovering following Covid-19.

While participation was down, many performance-related statistics were up. There were 28.1 goals per game in SKL1 (compared to 26.2 in 2018/19) and 18.9 goals per game in SKL2 (18.2 in 2018/19). SKL 2 in particular has become a more competitive league in the last 2 years. This has implications for the wider development of the sport, discussed further below. There were 5 forfeits (3.6% of fixtures, compared to 5% of fixtures last year). We should be aiming for zero forfeits at this point, and further exploration into the reasons for forfeits would help pinpoint how best to avoid this.

The final challenge this season was fixture rearrangement. Due to changes in BUCs scheduling, expected fixture weekends had to change and student clubs were disproportionately affected. There are already too few available weekends for fixtures, and there is very little extra space in the fixture calendar given the restrictions that the academic year places on season dates.

SKA Cup: this year, 16 teams entered the preliminary rounds, including teams from Newcastle University and Northern Storm. Games were hosted in Glasgow, Dundee and Edinburgh, and the final placings saw Mavericks 1 beating Mavericks A in the final, with Glasgow taking third place. The Final weekend saw two all-star games; one league-wide, and the inaugural under-23s all-star game. Both were highly successful. We also experimented with rules during the Cup tournament, and particularly the rule that states that penalties be taken by the player denied a goalscoring opportunity by a foul. This changed the dynamic of the game significantly and is worth considering as a permanent rule in future seasons if it becomes standard in other Associations and within the basic Rules.

From the above, Ross McGuinness has outlined the following recommendations in his report:

- A reduction in fixtures to allow for greater flexibility within the season for rearrangements, other competitions, and internationals. The Committee should consider the value of each team playing twice with a final weekend of playoffs to determine a champion and promotion/relegation. This would bring us in line with competitions throughout Europe.
- The use of shot clocks in all SKL 1 fixtures in the following season – this is discussed further under “development.”

Development

This year the development role incorporated a range of activities. Firstly, we purchased an additional shot clock to prepare for full introduction in 2020/2021. Shot clocks were used in several fixtures throughout the year, and I believe their use was largely successful. The main barrier to their full use is in training and supporting shot clock operators (discussed in referee development) and in ensuring the availability of clocks for all SKL1 fixtures. I believe that the SKL is well-placed to introduce this measure in line with the development plan.

In early 2019, we were invited by Legal and General to arrange a “workplace tournament”, where teams of colleagues would compete and the sport would be introduced to new players. We were forced to postpone this tournament, but when it ran the tournament featured 5 teams and 22 attendees, 20 of whom were not affiliated with any club. This tournament cost the SKA nothing and so was a risk-free opportunity for development. Future committees should seriously consider further editions of this tournament as a means of support development and beginner participation. Ongoing negotiation with Legal and General around the “workplace” criteria may help us open this up.

One major area for improvement is in gender equality in Scottish korfbal. It is fair to say that, at this point, we are falling short of the sport’s ambition for gender equality, particularly in governance, refereeing and coaching at all levels. On International Women’s Day, we released a short survey designed to explore the reasons behind this, and to take suggestions on how to improve our efforts. The full survey findings should be released separately, but summarising the main here. While 71.4% of respondents do not currently referee, two-thirds would consider it; similarly, 81% of respondents expressed some interest in coaching.¹ The main barriers to participation in both areas were identified as:

- The behaviours and attitudes of players, in games and in training environments, is a major factor. Male players in particular were mentioned as a source of disrespect and pressure. Failures to enforce discipline within the SKA or to take responsibility for player behaviour were also identified
- The lack of a supportive environment within clubs and the Association, both in creating opportunities and in providing encouragement and support to learn and develop, was identified.
- In the absence of the above, respondents often described not feeling confident in their skills and knowledge. There was a feeling that female referees and coaches are not granted the same amount of respect or taken as seriously, and this is a major barrier to development of skills and confidence
- A lack of female role models is also a key theme.

Survey recommendations included the creation of structured support mechanisms and networks for female coaches and referees (and for coaches and referees generally), as well as opportunities for training, development, assessment and feedback within Scotland. Respondents also recommended that the SKA and clubs foster a more positive atmosphere by taking a tighter line on conduct and discipline, and a more encouraging and supportive atmosphere for prospective coaches and referees. This would include targeting and supporting specific individuals within clubs. Creating strategies at national and club level would support all of this. Many of these are discussed further below.

Youth Development – the SKA’s formal involvement in junior and youth korfbal has been minimal in recent years, with the vast majority of work done at club level within Dundee and Glasgow. This is a priority area within the current development plan, and should be more central to the SKA’s work going forward. Information provided by Glasgow and Dundee shows a lot of activity in each city, including

- 3 separate junior clubs operating in Glasgow, with additional sessions being run at primary schools; 17 regular attendees at Dundee, averaging around 10 juniors per session.
- Several tournaments being run in 2019-20, including Dundee Day (which followed 27 community outreach sessions in schools) and a 5 team tournament including Glasgow, Dundee and Lancaster.

¹ Based on around 47% male and 47% female respondents.

- International involvement as part of an Erasmus+ project, where coaches introduced korfball to two secondary schools in Glasgow for about 40 14-16 year old attendees.
- Engagement with a Glasgow Community Sports Hub who plan to introduce korfball as a central sport within their Hub.
- The regular participation of juniors or former juniors in regular SKL fixtures for Glasgow, Dundee, Strathclyde and St Andrews

Anyone who has witnessed the efforts of these clubs in promoting junior development should appreciate the importance of junior and youth development for the health of korfball in Scotland. The absence of any work with juniors in Edinburgh, the city with the greatest number of teams and players, is an area of concern. These efforts have flourished in the absence of any SKA involvement, and would no doubt benefit from the additional support of the association to complement grassroots work – be that help accessing funding, help with publicity or providing coaching and equipment. I would also recommend that the SKA send a team to the Junior Inter-Area in 2021 to support performance as well as participation. This would support the SKA to meet our development targets.

From the above, the main development recommendations are:

- To fix dates for coaching and referee development early, and encourage clubs to send participants. The DEC Grant for 2020-2021 sets aside £250 to support a coach development event and this should be put to good use.
- To build stronger links between the SKA and clubs to support participation and development in all of these areas; a formal structure such as the subcommittee system for coaching and refereeing may support this.
- Use the full survey findings (and further data collection) as the basis for the next stage of development of the sport in Scotland.

Looking specifically at referee development, there are currently there are two 'elite', eight 'higher' and 17 'basic qualified referees active in Scotland. There were 64 attempts at the theory test, with 28 passes and 7 merits. There has been a long period of time since our last centralised refereeing development activity, which reflects the absence of a referee development officer, and many activities have happened at club level without SKA support. Since coming into post, Ella Paul has spent time assessing the current situation of refereeing in Scotland, including documenting the current qualified referees, arranging for practical assessments and publicising refereeing. There is now a refereeing Facebook page to increase the visibility of refereeing in Scotland, aimed at sharing practical hints and tips, celebrating new qualifications, announcing match officials, and providing updates on training opportunities.

The current assessment process is under review, with a questionnaire sent out to referees in April 2020. This reflects a number of needs, including the need for more consistent assessment at each level but particularly when assessing referees for Higher level qualifications. The ongoing consultation should inform assessment guidelines that will increase consistency. There is no current system for post-assessment support and development, either for the sake of consistent refereeing or to support referees to move up to Higher and Elite level or beyond to international level. It is a strong recommendation of this committee that these support mechanisms be put in place following the consultation. We also recommend combining these recommendations with those above around gender equality.

In some respects, the current lockdown provides an opportunity to create online resources for referee support and development. These resources could be used beyond the lockdown to create an accessible centre for refereeing in Scotland, which in turn will allow standards in refereeing to match the recent increased standard of play and increased competitiveness at all levels.

Internationals: A significant amount of the chair's time in the last year has been spent running internationals. After a long period without a coach, we identified a candidate for coach of the national team. After interview, Colin Martin agreed to a training weekend and to select a squad for the Stadskanaal International Korfbal Tournament. Colin was assisted in squad selection by John Wright and Nicol Harrow, and the squad that travelled to Stadskanaal won both their international friendly against Wales and all but one of their tournament games. Following this, Colin agreed to a two-year coaching contract incorporating the European (A) Championships in 2020 and the main Europeans in 2021.

Unfortunately, arrangements for trials and squad training were disrupted by COVID-19. The initial plan had been for trials/training in April and May with a central squad training monthly until the tournament in November. We had also hoped to return to a central/development contract system for two years in line with the previous system, although we were mindful that previous development squads had not been given due weight. Colin requested our support in finding an assistant coach and an internationals manager and both posts were advertised. We had one interested candidate in the Manager role, but unfortunately this person was unable to take up the position. The role assistant coach attracted no applications. When things return to normal, I recommend that these be prioritised.

We have been advised of the new tournament schedule for 2020/2021, and have provisionally entered a team for Stadskanaal 2020. Coaching and training arrangements should reflect this new schedule and preparations should begin at the earliest possible stage. Internationals is perhaps the most costly of our activities (the Europeans entry fee alone was in excess of 1600 Euros) and the system of central contracts and monthly payments ensures these costs can be met in a manageable way.

Wellbeing, participation and conduct: The final area I'd like to discuss relates to the overall competitive atmosphere within Scottish korfbal. Standards of play have increased hugely at the top level, but these have not always been matched by the standards of behaviour of players, coaches and others involved in the league. We have also failed to match the sport's expectation in terms of gender equality in committee representation, in coaching, and refereeing. A general recommendation from this season and last is that efforts should be made to rectify this imbalance at all levels.

The SKA has had to deal with several complaints this season; matters that for one reason or another were not managed by officials on match days and which had significant impacts on inter-club relations and the wellbeing of those involved. We faced difficulties in how to deal with these issues because of a general lack of guidance on how to deal with disciplinary matters and complaints. While the constitution and Rules provide for a high degree of committee discretion, this is not always helpful in guiding decisions in a manner that is fair and accountable. Currently our only Code of Conduct is the BKA Code, written in 2007 and which is now largely irrelevant.

These incidents threaten the ongoing growth and development of the sport because they threaten the wellbeing and enjoyment of all participants and observers. The SKA needs to prioritise this area, and my recommendations to do so would include:

- **Recommendation:** consultation around a new and comprehensive code of conduct, one that is binding on all those involved in Scottish korfbal and which can be operationalised by clubs and committees
- **Recommendation:** consideration of a committee member whose role encompasses wellbeing and participation, and who can liaise with clubs and members to support them.
- **Recommendations:** supporting referees in managing difficult matches through ongoing referee development; this will reduce escalation and the need for committee involvement if issues are dealt with comprehensively.
- **Recommendation:** Clearer disciplinary guidelines for complaints and issues not managed on match days, and clear recording of any disciplinary issues.

The above document was produced through a lot of reflection, discussion and consultation. It represents the end of one season's work, but also of several seasons where significant improvements in some areas of the sport have occurred alongside the erosion of some of our infrastructure, and a fraying of the threads that hold the different parts of the association together. It lays down a challenge to the Membership to push the governance of our sport to the level required to support development in the direction we want, and one that balances participation and performance from the grassroots to the international stage.

Appendix 2

SKA Treasurer Report Season 2019 / 20

| INCOME | Proposed 19 / 20 | Actual 19 / 20 | Variance | Notes | Proposed Budget 20 / 21 |
|---------------------------|------------------|----------------|----------|--|-------------------------|
| Team Fees | £2,880 | £2,366 | (£514) | Lower than budget due to End of Season rebate | 1920 |
| Referee Development | £50 | £0 | (£50) | No course run during the year | 50 |
| Player Registration | £3,600 | £3,096 | (£504) | Player Registration numbers lower than last year (258 vs 288) | 2400 |
| Referee Subs | £1,710 | £1,400 | (£310) | Rebate of £300 given back due to unplayed games. | £1,140 |
| Grants | £219 | £0 | (£219) | None received in this financial year, however money should be received in the following year | 250 |
| SKA Cup | £954 | £585 | (£369) | Fewer players entered this year's competition. | 500 |
| Clinics | £300 | £0 | (£300) | Not held | 0 |
| Events | £300 | £0 | (£300) | Not held | 300 |
| Subtotal | £10,013 | £7,447 | (£2,566) | | |
| Internationals - Recharge | £0 | £1,103 | £1,103 | This relates to funds received relating to the Stadskanaal Tournament. The SKA paid the accommodation up front, with the players reimbursing the SKA afterwards. | 0 |
| Internationals | | £864 | £864 | Relates to subs paid to cover the hall hire for the International Training Weekend. | 0 |
| Total Income | £10,013 | £9,414 | (£599) | | 6560.057 |

| EXPENSES | Proposed 19 / 20 | Actual | Variance | Notes | Proposed Budget 20 / 21 |
|---------------------------------|------------------|--------------|----------|--|-------------------------|
| IKF Subs | £600 | £728 | (£128) | Fees have gone up, and are inclusive of £15 bank transfer fee | 728 |
| SKA Cup | £1,500 | £735 | £765 | This was for SKA Cup and Finals Day - the latter of which was cancelled. | 1500 |
| Committee Expenses | £100 | £0 | £100 | None. We were as cheap as chips. | 100 |
| Insurance | £1,000 | £997 | £3 | Costs were as per last year. | 997 |
| Referee Course | £400 | £0 | £400 | Didn't take place | 400 |
| Shot Clock | £600 | £575 | £25 | Purchase of Shot Clock | 0 |
| | | | | Not in budget - this was paid in January to cover the now postponed | |
| Euros 2020 - Entry Fee | | £1,642 | (£1,642) | November event | 0 |
| Internationals - Coach Expenses | £1,550 | £1,537 | £13 | | 1200 |
| Cup Medals / Expenses | £280 | £74 | £206 | Under Budget - no medals purchased for league winners | 280 |
| Events | £930 | £0 | £930 | Finals Day cancelled | £930 |
| | | | | Lower due to number of games refereed by Basic qualified and non- | |
| Referee Subs | £1,300 | £835 | £465 | qualified refs | £867 |
| Subtotal | £8,260 | £7,122 | £1,138 | | |
| Internationals - Hall Hire | | £1,131 | (£1,131) | Hall hire costs, which were largely covered by training subs. | 0 |
| Internationals - Recharge | | £1,245 | (£1,245) | Stadskanaal | 0 |
| Total Expense | £8,260 | £9,498 | (£1,238) | | 7001.71 |
| Balance | £1,753 | (£84) | - | | (£442) |

Summary

Income was greatly down compared to budget. Although the overall variance was only £460, this masks the fact that £2k of it related to International Recharges which were not

included in the budget (and had an equivalent variance in the expenses section.

Team and ref fees were below budget due to the end of season rebate following Covid 19 bringing the season to an early finish. Player numbers were also down compared to budget and prior year, and it is

not clear whether these would have risen up in the cancelled games in March / April.

Income was also down due to coaching / ref training events that were forecast to sell tickets but did not take place.

Fortunately, expenses were also lower than budget, again for a variety of reasons. The premature end to the season meant that Finals Day hall hire and End of Season party costs were not

incurred. The Internationals Coach Expenses came in broadly on budget although the cost per session was higher than expected - the cancellation of the training weekends in April meant that

we weren't in deficit on this item. Something to be borne in mind for the next budget is how to keep costs lean in this area.

The major cost item that wasn't in budget was the Euros Entry for later in 2020. This was paid prior to the postponement of SKA events. At the moment it is unclear what is going to happen to

this entry fee - whether it will be returned in full or the event will be rescheduled. Either way, pulling the costs into this financial year should make next year's budget healthier.

Proposed Budget.

Proposing a budget for the following financial year will be incredibly challenging given the huge amount of uncertainty. On the assumption that Covid 19 shortens the following season, the

logical thing would be to reduce entry fees. Some of the costs would remain the same however - Insurance, Finals Day hall hire etc regardless of how many games are played. International training

weekends would also likely be curtailed reducing costs in this area.

I've put in a budget for next year, but a lot of it at this stage is guesswork

Recommendations

- 1 Team Entry Fees and Player Reg fees remain the same - at this stage it is difficult to forecast how much of a season we will be able to plan for.
- 2 End of season rebates are calculated should the need arise due to further lockdown measures.
- 3 A firm plan is made re internationals. Currently each training weekend costs £400 which is more than the previous coaching staff. This is due to:
 - a) Whereas Johan / Bas would often stay at one of the player's houses, Colin is staying in a hotel for every trip.
 - b) Colin is flying up on the Friday evening, thereby incurring two nights instead of one.
 - c) He is often having to make his own way from the airport / hotel, thereby incurring additional taxi charges.
 - d) He is expensing his meals, again costing more.Essentially the cost per training weekend is pretty much double what we were previously used to.

This is not to say that we should expect the Scotland Coach to couch surf to save costs necessary. However, if the SKA wants to have more training weekends, it will need to go down one of three paths:

- a) Save costs where possible (eg by arranging lifts / meals).
 - b) Put the annual subs up.
 - c) Raise money via some other means.
- 4 Lay down some guidelines / principles on how the funds are to be allocated. These may have previously existed, but I'm unaware of them. Examples would be:
 - a) Does the SKA operate a hardship fund
 - b) What are the principles regarding how excess funds (if there are any) are to be distributed.
 - c) What are the principles for the costing of International Training weekends.
 - 5 Source additional funds for the SKA - this would be a remit for the Board should this proposal be accepted.

Appendix 3

Proposed Constitutional Amendments

Section headings are underlined. Proposed changes are **highlighted in bold**, and new clause numbers are denoted as “**N.**”.

Proposal #1

Aims to add flexibility by removing the fixed upper limit on the maximum size of the management committee.

Numbers of Management Committee and Board members

34. **The Management Committee shall have a minimum of four members.** The maximum number of members of the Management Committee shall be **set by the outgoing Management Committee at the AGM. The maximum number shall be updated at every AGM, and may be unlimited. The Board shall have three members.**

36.2. If there are more candidates for the Management Committee than the maximum number of allowed members (**which is subject to clause 34**) the candidate with the fewest votes shall be removed from consideration, and the vote recast. This shall continue until the maximum number of Management Committee members has been elected.

Proposal #2

Aims to introduce a second tier of management, a three-person board, into the SKA’s structure, in order to improve long-term planning, etc.

General Structure

6.3 the BOARD – who liaise quarterly with the management committee, provide oversight and accountability to roles relating to long-term development, specifically: record-keeping and governance; financial oversight and fundraising; development planning and implementation; and wellbeing and equalities.

22.1 a report by the Chair **of the Management Committee** on the activities of the SKA and of its sub-committees;

22.5 a report by the **Board Chair on the activities of the SKA Board.**

22.6 **the election of a new member to the SKA Board.**

26. Notice of every general meeting shall be given (in accordance with clause 69) to all the members of the SKA, and to all the members of the Management Committee **and the Board**, ...

Eligibility, election, retiral, re-election

N. Board membership is not limited to members of the SKA, but is open to any person over the age of 18. However, at any one time the Board must have at least one Member present on it (with no upper limit).

N.1 Board members will serve a minimum of three years. Each year, one board member will step down and may either seek re-election for another 3 year term or be replaced by a new board member. In the initial period, a pattern of Board turnover will be established by:

- Year 0: three members elected
- Year 1: one member steps down and is either re-elected or replaced
- Year 2: a second original member steps down and is either re-elected or replaced.
- Year 3: the final original member steps down and is either re-elected or replaced.

Following this initial pattern, each year the longest-serving member will step down at the conclusion of their three-year term. A board member may be re-elected for a further 3 year term at this time.

N.3 election:

Option 1: Board members must be nominated by any Full Member and seconded by a second full member. New board members are approved by majority vote of the Management Committee

- N.3.1 Should a board member resign or be asked to step down, they may be replaced by the Management Committee to serve the remainder of the 3 year term.
- If there are more candidates than open board positions, the Management Committee will interview candidates and select by majority vote.

Option 2: Board members must be nominated by any Full Member and seconded by a second full member. New board members are approved by majority vote at the AGM.

- Should a board member resign or be asked to step down, they may be replaced by an EGM to serve the remainder of the 3 year term.
- If there are more candidates than open board positions the AGM will vote and the candidate with the fewest votes shall be removed from consideration, and the vote recast. This shall continue until the maximum number of Board members has been elected.

Termination

- 39. A member of the **management committee or board** shall automatically vacate office.
- 39.2 “that **management committee member** ceases to be a member of the SKA.
- (fold in 39.4 “...meetings of the management committee **or board** and the **management committee and board resolve to remove...**”

Register of Management Committee and Board members

40. The **Board** shall maintain a register of **Management Committee and Board** members, setting out the full name and address of each member of the **Management Committee and Board**, the date on which each such person became a member, and the date on which any person ceased to hold office.

Office Bearers

Scottish Korfball Association

secretary@scotlandkorfball.co.uk | www.scotlandkorfball.co.uk

N. the board shall organise themselves according to the priorities outlined in **clause 6.3** above. The purview of individual members may be changed by majority vote of the board and communicated to the management committee.

Personal Interests

46. A member of the management committee or board who has a personal interest in any transaction or other arrangement which the SKA is proposing to enter into must declare that interest at a meeting of the **Management Committee and Board**; that member will be debarred from voting on the question of whether or not the SKA should enter into that arrangement.

48. A member of the **Management Committee or Board** will not be debarred from entering into an arrangement with the SKA in which that member has a personal interest (or is deemed to have a personal interest under clause 47) and may retain any personal benefit gained from that participation in that arrangement, provided: 48.1. that member has declared the interest 48.2. that member has not voted on the question of whether or not the SKA should enter into the relevant arrangement and 48.3. the requirements of clause 50 are complied with.

49. No member of the **Management Committee or Board** may serve as an employee (full time or part time) of the SKA, and no member of the **Management Committee or Board** may be given any remuneration by the SKA for carrying out duties as a member of the Management Committee.

50. Where a **Management Committee or Board** member provides services to the SKA or might benefit from any remuneration paid to a connected party for such services, then

- 50.1. the maximum amount of the remuneration must be specified in a written agreement and must be reasonable;
- 50.2. the **Management Committee** members must be satisfied that it would be in the interests of the SKA to enter into the arrangement (taking account of that maximum amount);
- 50.3. less than half of the **Management Committee and Board members combined** must be receiving remuneration from the SKA (or benefit from remuneration of that nature).

51. The members of the **Management Committee or Board** may be paid all travelling and other expenses reasonably incurred by them in connection with their attendance at meetings of the **Management Committee or Board**, general meetings, or meetings of committees, or otherwise in connection with the carrying-out of their duties.

Procedure at Board Meetings

N. The three members of the Board will arrange a minimum of quarterly meetings with additional contact at the discretion of the Board members. Meetings may be carried out in person, via telephone or videoconferencing.

N.1 Formal meetings of the Board should contain all Board members as a quorum and no business will be dealt with at any Board Meeting without a quorum being present.

N.2 Board Meetings will be minuted, and minutes shared with the Management Committee and Membership.

N.3 The Board will be present at management meetings on a quarterly basis.

N.4 If at any time the number of Board members in office falls below the quorum specified in clause N, the remaining Board Members may only act for the purpose of filling the vacancy and shall take no decisions.

N.5 the Board are entitled to conduct business by phone, email or other correspondence between meetings, but will take no actions without the consent of all Board members.

Powers and Responsibilities of the Board

N. The role of the board is largely consultative and supportive of the activities of the Management Committee. In order to achieve this the Board will have powers to:

- Produce the 5 year development plan in consultation with the Membership, and monitor its implementation, advising the Management Committee on actions in line with the Plan.
- Request information from the management committee relating to the committee's activities relating to finances, record-keeping and governance, fundraising, development and wellbeing. If that information is not available, the Board may request that the Management Committee gather the information required.
- Maintaining records relating to membership, finances/fundraising and other matters the Board deems relevant to the Development Plan.
- Make initial contact and develop relationships with external bodies on behalf of the SKA relating to the development of korfbal in Scotland.
- Consult and advise on the annual budget in line with the Development Plan.
- Scrutinise the financial position of Scottish korfbal.
- Provide advice and support to new management committee members and advise the management committee on areas relating to development, specifically: record-keeping and governance; financial oversight and fundraising; development planning and implementation; and wellbeing and equalities.

N.1 the Management Committee retains all rights to vote on actions to be taken by Committee members in relation to the above.

Disputes between management committee and Board

N. disputes or disagreements between Management Committee and Board in any actions to be taken will be resolved at a meeting with both bodies present. At minimum, this meeting must contain a quorum of management committee members (as defined in Section 54) and all board members. Decisions are made by majority vote. In the case of a tie the status quo prevails.

Procedure at combined meetings of the Board and Management Committee

Conduct of members of the Management Committee and Board

60. Each of the members of the Management committee **and Board**, in exercising their functions as a member of the Management Committee **and Board**, ...

60.3.2 ...involving the other members of the **Management Committee and/or Board** with regard to the matter in question.