

CAMANACHD ASSOCIATION BOARD MEETING

TIME: 6PM – Fort William & TEAMS

e. Minutes of last meeting – 31st May 2023

Attending	Apologies	Conflict of Interests Declared
1. Steven MacKenzie (SM) President		Beaully, Aberdeen University
2. Daniel Palombo (DP) Treasurer		Inverness
3. Burton Morrison (BM) Competitions		GMA
4. Lyndsay Bradley (LB) Equality	Joined late on TEAMS	Ardnamurchan, WCA
5. Roddy McCuish (RM) Culture & Heritage	Apologies	Macaulay Association
6. Kirsty Deans (KD) Youth	Joined late on TEAMS	Badenoch Ladies
7. John MacRitchie (JMR) Officials	Apologies	Lovat Shinty Club
8. Alan Clark (AC) Club & Volunteers		
9. John MacKenzie (JMK) Chieftain		Newtonmore, Shinty Memories
10. Richard Gall (RG) Vice Chieftain		Fort William
11. Derek O’Riordan (DR) sportscotland	Joined late on TEAMS	
12. Derek Keir (DK) CEO		Staff
13. Karen Williamson (KW) WCA Vice President	Apologies	WCA, Glengarry

1. Welcome

SM welcomed everyone to the meeting and noted that it was the first in person Board meeting since COVID. He thanked Steve Walsh (SW) from Highlife Highland (HLH) for attending. SM explained that SW was going to speak to the Board and asked DK to give some background.

2. HLH and CA MOU

- a. DK introduced the Memorandum of Understanding (MOU) that has been agreed with HLH. DK thanked SW for his commitment to Shinty and recognising the work of the Camanachd Association (CA). Extending the support network is a key game changer for the CA and with the local resource that exists in Leisure trusts this represents a huge area of opportunity for shinty clubs and one we want to build on with continued growth in our partnership agreements with other local authorities.

SW thanked DK and explained that HLH are super keen to partner with organisations that reflect similar values and commitment to highland communities like HLH. In addition to that we want to partner with organisations that are successful. The Camanachd Association represent these three areas and are

integral to life in the Highlands. Being associated with CA will help HLH and as we progress into difficult financial times pooling resources is going to be important.

DK added that difficult times extend to participating and travelling to sport. To generate continued interest and growth in shinty CA need the extended network and commitment of local HLH staff. SW noted that Darren Reid, the Head of Sport, has good connection and understanding of shinty and has already met with Ronald Ross to discuss priority areas around themes of our agreement. This included:

- Leadership – Shinty Ambassador programme is recognised as one of the best leadership programmes in Highland sport. It has synergy with the HLH programme with opportunities to integrate the two.
- Events – DK requested some staffing support for upcoming events. SW advised this may be accessible in the short term through Active Schools young volunteers and potentially in time via Active Schools Co-ordinators and wider support network. Aarron MacLeod (CA) and Astie Cameron to meet with Amy MacLeod (HLH) to discuss integrated events approach for the MacTavish and Camanachd Cup Finals.
- Facilities Strategy - DK to provide feedback to SW to articulate CA position on facilities in capital improvement consultation with Highland Council. DK advocated that an area of progress could be in HLH securing shinty goals for all weather facilities to enhance readiness of facilities to be used for shinty. AC suggested sportscotland Awards For All may be solution for shinty goals. AC suggested that the new refreshed Facilities Strategy due to be prepared later this year needs to connect with the priorities of HLH and the education estate. AC to pick up facilities refresh with Ronald Ross and present to board in **November**.
- Access to Facilities – Cost and peak access is an inhibitor to accessing facilities. SW advised that there is increased pressure on all facilities due to the increasing cost of operating.
- Inclusion and Participation - these are central for CA and HLH. SW is Chair of Disability Sport and keen to make connections with shinty to support inclusive and joined up opportunities. CA have a comprehensive and long-standing commitment to opportunities for people with disabilities so additional support and collaboration would be welcome to add value and reach more people in our communities. Bringing even more girls into shinty is a key priority for both organisations and something where collaboration could enhance outcomes.
- HLH Schools Out programme - SW advised we will see more shinty in HLH Schools Out holiday programme and that coaching grants are available for shinty volunteers.
- Continued Professional Development – CA to provide Active Schools Coordinators training to build confidence and expand parent support in local communities. Ronald Ross to follow up and agree a suitable date with Darren Reid
- Clubs – Improving our connect and growing relationship with shinty clubs is a priority for HLH.
- Facilities – New facilities coming online in Highland include Bught Park and Inverness Castle (Levelling up project). Inverness Shinty Club / CA / Highland Council / HLH relationship is going well but there is a need to continue to make sure it works for everyone involved.

SM noted that developing a full-size all-weather shinty was a long-standing strategic priority for the CA. SW observed that there was an opportunity to feed into HC's and HLH's capital programme and to ensure that shinty had a voice in this. He repeated that the Facilities Strategy was key to this but had to demonstrate a need for the facility and not just an aspiration. AC offered to pick this up based on his previous discussions in this area while with sportscotland.

SM asked SW if he can help ensure that HLH Active Schools embed shinty in their programme. SW advised this is part of HLH plans and a key part of that is training HLH to then support new volunteers.

SM thanked SW for attending the Board. SW thanked everyone for the opportunity and noted it had been a worthwhile discussion. He added that it was up to both organisations to put the points into practice and that they would be able to judge the success in the coming month.

BM noted that it would be the better organised clubs that will likely respond where clubs that are more in need may not have capacity to respond to extra support. Professional officers need to find solutions to make support work with the less responsive clubs.

SM noted that the MOU with HLH would provide a template for the CA to build on with other leisure trusts. DK to share the current MOU with Live Argyll to enhance support network. Progress will be dependent on staffing and organisational readiness. CA recruitment in Argyll & Bute will help in this regard.

1. Welcome

SM thanked everyone for contributing and explained he would now return to the agenda.

a) Apologies

SM noted apologies from JMR, RM and KW.

He noted that DR, KD and LB had work commitments and hoped to join online as soon as they could.

b) Conflicts of Interest

No conflicts were noted out with those detailed in the register

c) Code of Conduct

Directors and observers have signed the code of conduct

d) Bereavements

The President and Board noted their condolences for the following bereavements:

- Scott Knox (Fort William, Lochaber and Boleskine)
- Jamie Paul (Fort William)
- Bill McAllister (Press and Journal)
- Angus Blackstock (Kingussie)
- John Alick MacColl (Beaully)

e) Minutes of Previous Meeting

SM asked for the minutes to be adopted and seconded if there were no further amendments. They were proposed by BM and seconded by DP.

SM asked DK to upload approved redacted minutes from March 2023

Actions Carried Forward

- Conflicts of Interest forms – DK noted that JMR and AC had completed their conflicts of interest at their induction but he would need to check who else had to complete. SM asked anyone still to complete to do so asap. (Action - Directors c/f)
- Support pack for schools to be completed – Ronald Ross and Norman Strachan were filming some of the drills again as they were unhappy with the quality (Action - KD c/f)
- Anti-Doping Montage – this has been shared. Complete
- Plan for rolling out of UHI Teacher session to other areas (Action - LB c/f)
- Form Equality Committee (Action - LB c/f)
- Include mandatory helmet wear/U25 for AGM (Action - DK c/f)

- Canvas Clubs as to why they abstained at AGM (Action - DK c/f)
- Meet with John Finlayson – SM explained that the plan was to present John Finlayson with his decanter at the sponsors lunch on Friday 2nd June. (Action - DK / SM c/f)
- BBC Alba update - DK noted that he had not been able to complete this action as there was a lot of activity with the BBC who had awarded the tender for the next three years [REDACTED]. [REDACTED] would finish their contract after the Celtic Society Cup Final. (Action - DK c/f)
- Shinty Hurling International Planning - DK explained that it continued to be difficult for discussion with the GAA. SM asked for DK to explain that this was a matter of concern for the Board. BM noted that the GAA President had shown more enthusiasm when he had attended the British Counties event in Glasgow. SM suggested DK copy correspondence expressing CA concerns to the GAA President. (Action - DK c/f)
- Attend online Board Safeguarding Training – SM noted he'd completed his training though there had been a few tricky questions. DK said he couldn't check who'd completed but a number of Board attendees noted they had still to complete. (Action - Directors c/f)
- Argyll & Bute Development post – DK noted that Will Cowie, who many would know from Skye and who was now with Kyles, had been appointed to the role. Complete.
- Arrange invite for Forbes Dunlop to meet the CA Board – DK noted that he had been invited to the MacTavish Cup Final but had not confirmed if he could attend yet. Complete
- Get accurate measurements for Clubs re run-off – the action was for Ronald Ross to confirm pitch measurements by July board. SM suggested that using online measurements but allowing a margin for error might reduce the amount of physical measuring required. RG expressed his doubt if these tools would be accurate enough. (Action – DK c/f)
- Feed back to the staff team to connect with Directors with the over-arching event dates DK confirmed this had been done. Complete.
- Link for Gaelic Language Plan – DK noted this had been circulated. Complete
- Hugh Dan MacLennan Retirement - DK updated [REDACTED]. (Action – DK c/f)
- Highlight Eorpa programme on Shinty and Mental Health – SM asked for the link to be shared. DK thought it had gone out on social media but would e-mail Board. (Action – DK c/f)
- Arrange F2F Board Meeting for May – SM noted they were here. Complete
- CA to meet with Forbes Dunlop in Inverness at a date and time to be agreed by DOR – SM noted this action seemed to be duplicated but would carry this one forward if Forbes Dunlop did not make the MacTavish Cup Final. (Action – DOR c/f)

2. Matters Arising

b. UK Anti-Doping

Ronald Ross to share link on UKAD drop down link.

DK advised in KDs absence that the focus for the UKAD at present is on upskilling and raising awareness of the programme before any testing is carried out.

c. KPMG Audit

DK provided overview of independent audit of the Camanachd Association.

SM summarised the actions arising from the audit as:

- Terms of reference required for each sub-committee.
- Term limits and clarity around the observer roles on the Board.

- Review the risk management policy and risk register.
- Long term budget over 5 years to be developed.
- Draft budget to be signed off by the Finance Committee and then Board by the November Board meeting.
- Sponsorship policy to be updated.

The main action was for the observers' role to be clarified alongside enhanced clarity of portfolio group governance. SM noted that the audit was intended for much bigger organisations than the CA. He also added that any elective process for the observer roles need not be a 3 year term but could be much longer such as seven year terms.

BM noted that auditors would always find something that could be improved and wasn't sure a fixed term was required for the observers if it was clear the positions did not have a vote. AC agreed and suggested that perhaps clarification in the role descriptors was all that was required. DK noted that introducing a fixed term would provide an end point and avoid difficult conversations if people became infirm or were incapable of fulfilling the role but still wished to continue in the honorary positions. **Portfolio leads to follow up following DK & SM template.**

AC reflected that shinty appears to be in a good place with strategy, operational plan and the risk management policy.

d. Board Governance

SM noted that AC had joined the Board and that he had been in discussions with [REDACTED] who was interested in becoming a Director. SM asked if there were any objections but there were none. SM asked DK to follow up.

SM explained to Board that he had decided not to stand for a second term as President. It had been a huge privilege but was a huge commitment. He had therefore asked DK to share the President Elect information with clubs.

3. Board Papers

- a. **Finance** - DP advised increased forecasted income in the region of £[REDACTED]. DP also advised that the papers printed had the March data, but the reference should be made to the emailed papers which had up to the 1st of May 2023 data. Expenditure has increased by [REDACTED]. Reason for increase in income is mainly increase in grant funding from sportscotland. 3.5% increase in our grant which has been factored in. Expenditure has increased due to cost of delivery of events (Cost of living and inflation)

Sage Cloud has now been set up. Our Finance Manager - Deborah McPherson has had training and is managing well with new system which is making a saving of around £1K per annum.

Year-end accounts for 2022 are almost ready for accountants. **DK and DP to finalise and prepare draft accounts for July Board to approve.**

SM requested that the Finance committee to propose staff inflationary increase.

Directors and observers to advise if they can make any introductions to DK for the business club.

Finance committee made recommendation to increase Membership Fees for seniors and youths from 2023. **DP to present increased membership fee proposals via finance paper for next meeting.**

- b. **Competitions (13th May Committee met)**

BM conveyed that 80% of fixtures had been completed when report was prepared.

The Competitions Committee had approved and endorsed the recommendation for Newtonmore to host the 2024 MacTavish Cup final. SM thanked Fort William, Newtonmore and Kingussie for their willingness to support shinty during the Bught redevelopment phase. He asked if there were any objections to Newtonmore to host the 2024 MacTavish Cup Final. **Board unanimously approved the recommendation for Newtonmore to host the 2024 cottages.com Mactavish Cup. DK (Astie Cameron) to extend thanks to all clubs that offered to host.**

c. Women's Camanachd Association

Apologies were shared and no update was available.

d. Equality

LB noted that a second UHI Teacher training session has been planned for August 31st, 2023.

The action to form an equality committee will be carried forward by LB.

A number of events have been delivered for girls and women including the recent Tunnocks Cup. A new Beauly Girls team has also been established in recent months.

DK provided an overview of proposed Girls Camp in USA in 2024. Kirsty Lobban organised a meeting on 29th May with 8 secondary schools (Schools of Shinty) interested in attending the trip. **Kirsty Lobban to distribute the information pack to directors for awareness.**

e. Officials

JMR advised that the officials committee were exploring the possibility of Cup Final referees wearing a microphone with a view to MG Alba sharing recordings with CA.

The Officials Committee had met and appointed officials to the upcoming cup finals.

f. Culture and Heritage

SM noted that the key decision needing made was a replacement for the Camanachd Cup. The Culture & Heritage committee had been unable to reach a conclusion with views varying from a single silver replica to two cheaper alternatives based on cost. The options available were:

- A single silver replica.
- A silver replica and a replica made in a cheaper alternative material. This could either be:
 - Silver replica retained by the winners and the alternative material retained by the Camanachd for publicity purposes.
 - The alternative material retained by the winners and the silver replica retained by the Camanachd for publicity purposes.
- Two replicas made from an alternative material.

SM explained that Hamilton & Inches had quoted £■■■■ for an exact silver replica. This was considerably cheaper than the previous quote secured a number of years ago when it had been circa ■■■■. RG asked why so much cheaper. SM said that they didn't know for sure but suspected that Hamilton & Inches were able to bring economies of scale and more technology rather than the previous quote which would have been largely hand-made. SM noted that the costs and material for the ■■■■ alternative was still being explored with UHI.

There was some discussion around whether the original Camanachd Cup should stay in the Castle or should be presented to the winning team. The Board agreed that it should remain in the Castle for safe-keeping when it is retired.

There was further discussion around the merits of the different options. BM suggested that a silver replica that was presented to the winning team would suffice. If it was required for publicity purposes arrangements could be made to borrow it. JMR, AC, DP, KD and LB agreed with this approach.

SM confirmed that the Board had approved a silver replica (**DK to progress**) but said he disagreed with the decision not to procure a replica in an alternative material for publicity purposes. Making arrangements for the trophy to be picked up and returned could be a convoluted process and a hassle for all involved. The [REDACTED] could be left with the CA after the recent cup draw because they were being asked for it so often. DK agreed and suggested the arrangements often involved multiple car trips for multiple people. A replica would avoid the need for this travel and would contribute to the sustainability goal from the CA's strategy. DK agreed and noted that the purchase costs of a cheaper material could be weighed against the annual mileage to collect and return the trophy.

A second replica should be considered on the basis of cost and efficiency to maximise the experience for the clubs that win the trophy. DK to explore further with University of Highlands and Islands. **SM to present update at next meeting**

g. Coaching and volunteering

SM noted a coaching and volunteering paper had been prepared but it would be unfair to expect AC to present the paper blind! SM complimented the Development Team on the breadth and quality of work they had achieved in the year already and noted that the paper gave a falvour of what had been achieved but that this was only the tip of the iceberg.

h. Youth/ Child Protection

KD noted that she had already provided an update on the key actions. These were that the support pack was being refilmed by Norman Strachan and Ronald Ross. The anti-doping montage had been shared and the educational activity around the planned drug-testing was due to commence soon.

4. Strategy

DK fed back that the CA have provided feedback to the Highland Council Gaelic Language Plan to promote connectedness with our wider activities and contribution to the language.

Long Term Targets – DK advised that the staff are making significant progress to long term targets including progress with new participation, enhanced coach and volunteer development opportunities as well as progress with our upgrading of facilities at the Bught Park

Annual Targets - Progress is being made with significant progress being realised with the focus on girls shinty. A meeting took place on Monday 29th May to establish interest from the School of Shinty Camp programme for up to 60 girls to attend an international camp in June 2024. 8 schools were in attendance.

Risk Register – Updated register was noted however no specific items were discussed.

SM posed a general question and asked if the operational plan, the annual targets, the long term targets and the Risk Register resulting in duplication and information overload. DK fed back that the audit had suggested these were needed and should be reviewed by Board regularly.

AC fed back that he thought the papers were more than adequate and were better than many he'd seen from other governing bodies. He noted that the best way to understand them was the operational plan was the actions for the staff. This fed into the annual plan which detailed the targets for the year. These in turn, contributed to the long term targets derived from the Strategic Plan, while the risk register noted any risks associated with achieving any of these targets.

SM commented that it was reassuring that the plans were in a good place and said that SM and DK would review the plans to make sure they were up to date and whether the format needed changed.

5. AOCB

President Elect application paperwork has been sent out to clubs, associations and added to the website.

Notes of interest to be sent to DK

Who	Action	When
Board	Complete the Conflict of Interests form	ASAP c/f
KD	Support pack for schools	ASAP c/f
LB	Plan for rolling out of UHI Teacher session to other areas	ASAP c/f
LB	Form Equality Committee	ASAP c/f
DK	Include mandatory helmet wear/U25 for AGM	Sept c/f
DK	Canvas Clubs as to why they abstained at AGM	Sept c/f
DK / SM	Meet with John Finlayson	June c/f
DK	BBC Alba update	ASAP c/f
DK	Shinty Hurling International Planning	ASAP c/f
Board	Attend online Board Safeguarding Training	ASAP c/f
DK	Get accurate measurements for Clubs re run-off	ASAP c/f
DK	Hugh Dan MacLennan Retirement	Aug c/f
DK	Highlight Eorpa programme on Shinty and Mental Health	ASAP c/f
DOR	CA to meet with Forbes Dunlop in Inverness at a date and time to be agreed by DOR	ASAP c/f
DK	Discuss integration of events with HLH.	Next meeting
AC	Update facilities strategy	Next meeting
DK	Awards For All applications for shinty goals for HLH facilities	Next meeting
DK	Arrange CPD for HLH staff	Next meeting
DK	Share Leisure Trust MOU with Live Argyll	Next meeting
DK	Upload redacted March minutes	Next meeting
KD	Update on UKAD education	Next meeting
SM / DK	Produce terms of reference required for each sub-committee.	Next meeting
DK	Term limits and clarity around the observer roles on the Board.	Next meeting
SM / DK	Review the risk management policy and risk register.	Next meeting
DP	Long term budget over 5 years to be developed.	Sept '23
DP	Draft budget to be signed off by the Finance Committee and then Board by the November Board meeting.	Nov '23
DK	Sponsorship policy to be updated.	Next meeting
DP	Finalise and prepare draft accounts for July Board to approve.	Next meeting

DP	Finance committee to propose staff inflationary increase.	Next meeting
Board	Share Business Club leads	Next meeting
DP	2024 membership fee proposal	Sept '23
DK	Confirm successful MacTavish Cup host club for 2024 and thank unsuccessful clubs.	Next meeting
DK	Share info pack for USA girls camp	Next meeting
SM	Progress silver Camanachd Cup replica	Next meeting
SM	Share costs of Camanachd Cup replica alternatives	Next meeting
SM / DK	Review operational plan, annual plan, Long-term plan and risk register.	Next meeting