



The
SUPER6
Tournament

Questionnaire A
December 2017

1. INTRODUCTION

Submitting this questionnaire forms your application for a franchise enabling your club or institution to enter a squad in Scottish Rugby's new Super 6 Tournament launching in the 2019-20 season.

In submitting the questionnaire you will help Scottish Rugby evaluate your application. Following receipt, Scottish Rugby will offer advice on the quality of the application, encouraging you to continue, or, in some cases advising against continuing with it.

Help in completing the questionnaire itself is also available from Scottish Rugby. All applications must be received by 30 March 2018. Early applications are advised so that Scottish Rugby has the earliest possible opportunity to ask for clarifications, give advice or suggest amendments.

This questionnaire, Questionnaire A, should be completed separately by each interested organisation – either a club or an institution. The questionnaire asks respondents if their organisation intends to apply for a franchise as a single entity or in combination with others as a syndicate. If the latter is the case then some questions here can be bypassed but answered collaboratively on behalf of the syndicate in Questionnaire B.

Note that all references to club also refer to any other type of applicant body registered with the Scottish Rugby Union.

COMPLETING THE APPLICATION FORM

This form has been created as a fillable PDF form. In order to complete this document electronically you will need Adobe Reader (version 8.1) or newer. This file must be downloaded and saved before being completed. If you are not using the Adobe Reader, either on a Mac or a PC, please do so. You can download Adobe Reader for both Macs and PCs here: <http://get.adobe.com/uk/reader/>

Mac users, please note, to complete the form, ensure that you have opened the document in Adobe Reader (version 8.1) or newer and not the Mac default 'Preview' application.

2. YOUR CLUB

Please answer the following questions based on the current status of your club.

- 2.1 What is the full name of your club?

- 2.2 What is its legal status - for example a registered charity, company limited by guarantee et cetera?

- 2.3 Are you a member club of the Scottish Rugby Union?

- 2.4 When was the organisation founded or took on its current form?

- 2.5 What is the registered address of the organisation?

- 2.6 What is the name, position in the organisation, and contact details of the person through whom correspondence and other contacts can be made by Scottish Rugby?

- 2.7 In which league, tournaments or competitions does your most senior team play?

- 2.8 Is your organisation intending to apply for a franchise as a single applicant or as part of a syndicate with one or more others?

- 2.9 Have you read and understood the Franchise Information brochure?

3. YOUR CLUB'S PROPOSAL



Clubs applying for a syndicated franchise should omit this section and collaborate on the answer required in Questionnaire B.

Please explain why you have applied for a Super 6 franchise, and why you believe you should be awarded a Super 6 franchise?

6. YOUR CLUB'S FINANCES

Financial sustainability of all clubs and rugby playing institutions is of major importance to Scottish Rugby. This is particularly acute in relation to clubs that will be entering Super 6 Tournament. The questions in this section relate to this aspect of your financial affairs. Please note that Scottish Rugby may ask your financial officer to provide further detail or explanation.

- 6.1 Please supply a copy of your annual accounts for the last three years?

- 6.2 Are your accounts audited or independently examined?

- 6.3 Do you produce an annual budget or forecast for income and expenditure? If so please supply a copy for the current year.

- 6.4 Excluding any effects of membership of the Super 6 are you anticipating any significant changes in your income and expenditure in the next few years? Describe here the financial effects of any development plans you may have and any other reasons why your income and expenditure might undergo marked change.

- 6.5 Please provide an analysis of your principal sources of income (that is all sources generating more than 5% of the total income). Include funds gifted by patrons.

- 6.6 Do you have someone who is responsible for taking an overview of the club's ability to purchase its supplies efficiently such as kit and consumables.

7. TEAMS AND FIXTURES

- 7.1 Please supply details of the teams you run and the leagues and other competitions in which they play.
- 7.2 Please supply details of the final league positions for each team for the season 2016-17 including relegations and promotions.
- 7.3 Did you have to cancel or postpone any fixtures of your first or second XV or complete one of their fixtures understrength in 2016-17 and 2017 by reason of having an insufficient number of players available?
- 7.4 If you are successful in obtaining a Super 6 franchise name all the teams that the club would then propose to field and the competitions in which they would (probably) play.
- 7.5 Do you have a day of the week and time of day when you would prefer to play Super 6 fixtures?
- 7.6 Please describe your current training week. Please describe a proposed training week if you competed in the Super 6.

- 8.2 Please supply the name and details of duties of your unremunerated team support staff.
- 8.3 What is the annual payroll for support staff? Has this been rising or falling in recent years and by how much?
- 8.4 Please indicate what steps you would propose to take in preparing your support staff resource in the event of a successful application for a Super 6 franchise for example a strategy for numbers, skills, remuneration. Give numbers using the template provided.

9. PLAYERS

- 9.1 What is your total registered playing membership for the two seasons 2016-17 and the 2017-18. Give the numbers by the following categories of adult male players. For each category indicate how many players were/ are registered with the BT Sport Scottish Rugby Academy
- Players paid by you who earned or are expected to earn more than £5,000 in cash and kind payments
 - Other players receiving some remuneration from you in cash and kind
 - Unremunerated players now out of education
 - Unremunerated players 18 or over and still in education
 - Players aged 16 and 17
 - Players under 16
 - Minis
- 9.2 What was your total cash payroll for players in 2016-17 and 2017 including Employer National Insurance Contributions (budget)?
- 9.3 What was your total additional cost (if any) that you paid in kind?

- 9.4 How many professional player appearances did you use from the draft in 2016-17 and from which clubs? Can you outline any differences so far this season?
- 9.5 From your current players how many do you think you could select for Super 6 squad of 35.
- 9.6 How many of the above (in Q9.5) are currently in receipt of remuneration in cash or kind?
- 9.7 Do you have a section for women and girls? How many playing members are there?
- 9.8 Do you have a section for children and youth? How many members are included in this section? Is there a strong relationship between the children/youth section and the senior section of the club?

10. FUNDING YOUR SUPER 6 SQUAD

Clubs applying for a syndicated franchise should answer only Q10.6 in this section, and collaborate with co-applicants on the answers required in Section 6 of Questionnaire B

The Franchise Information brochure sets out the funding model designed by Scottish Rugby to share the costs of Super 6 rugby operations with franchisees. Using the template provided please indicate your estimate of the total cost of operating your squad, and the funding requirement gross and net of Scottish Rugby's contribution.

- 10.1 The completed template should show the following probable total costs for support staff, players and the associated direct costs of the squad.

- 10.2 In regards to the income you noted in Q6.3, please state the extra funding that will be required to meet the expenditure of a Super 6 franchise, that is to say the difference which will be a funding gap or surplus.

- 10.3 If there is a gap how would you expect to fund it?

- 10.4 Please describe your policy and approach of the payment structure for players, its profile across the squad, its rationale and contract terms.

- 10.5 Have you developed any overall operational and financial plans or models which reflect changes to the club as a whole (Super 6 and amateur sides) in the event of its being awarded a Super 6 franchise? If so please set out your cost and income assumptions here. If this has yet to be done in sufficient detail please describe how you are intending to proceed with this.

- 10.6 If you will be applying as part of a syndicate:

please indicate what you anticipate to be the financial impacts on your club in the event of it becoming part owner of a Super 6 franchise. Has modelling of income and expenditure been done in order to gauge the impact of that particularly on the year to year financial sustainability of the club?

11. NON-PLAYING MEMBERSHIP

Note that in Question 5.5 you should have already stated the income from membership subscriptions, gates, bar (gross and net) and other significant heads of income whose driver is by population.

11.1 How many paid up subscribing members do you have?

11.2 What gates do you get at your senior side's home games? Give a range and an average.

12. YOUR GROUND

Clubs applying for a syndicated franchise should omit this section and collaborate on the answers required in Questionnaire B

12.1 Please describe the playing surface of your main pitch. Are you satisfied with its quality?

12.2 Please describe the size and playing surfaces of your training pitches.
Are you satisfied with their quality?

12.3 Does your stadium have floodlights? And when were these installed?
Are you satisfied with their quality?

12.4 Does your stadium have a covered stand? What accommodation does it offer for standing and sitting?

12.5 Do you have a public address system?

12.6 How many spectators can your stadium accommodate?

12.7 What is the capacity of your car park?

12.8 Describe what food and drink is available for spectators.

12.9 Do you plan to make any ground or ground facility improvements soon?

13. OFF FIELD FACILITIES



Clubs applying for a syndicated franchise should omit this section and collaborate on the answers required in Questionnaire B

13.1 Please describe in detail the capacity and equipment of your gym facility? Are you satisfied with their quality or do you have plans to improve these facilities?

13.2 Please describe the standard of your treatment accommodation for medical and physiotherapy. Are you satisfied with their quality or do you have plans to improve these facilities?

13.3 Please describe the standard of your accommodation for team briefings, changing, showers and catering for players and visiting teams. Are you satisfied with their quality or do you have plans to improve these facilities?

13.4 Please describe the standard of your clubhouse facilities including catering, the bar, lounge space and other recreational facilities. Are you satisfied with their quality or do you have plans to improve these facilities?

14. TECHNICAL INFRASTRUCTURE

Clubs applying for a syndicated franchise should omit this section and collaborate on the answers required in Questionnaire B

14.1 What facilities do you have for broadcasting games?

14.2 Do you have wi-fi for club administration and for visitors?

14.3 Do you have facilities for and use player monitoring, filming and match analysis?

14.4 Do you keep records electronically?

15. PARTNERSHIP AND LINKS

Clubs applying for a syndicated franchise should omit this section and collaborate on the answers required in Questionnaire B

- 15.1 Please describe the nature of any existing collaboration or exchanges with either of the two professional clubs.

- 15.2 Do you have any relationships or links with medical providers, either privately or within the NHS?

- 15.3 Do you have any working or partnership arrangements with an institution of higher or tertiary education? Do you plan to have a partnership agreement with any institution going forward?

- 15.4 Do you have historic or continuing relationships to clubs in your area which might have relevance to and help support your case in applying for a Super 6 franchise.

- 15.5 Describe any formal links you have with local schools and the resulting activities?

- 15.6 Describe any activities by your teams, individual players, support staff or club members that have had some impact on the local community through local government channels or otherwise.

- 15.7 How do you see your Super 6 franchise working with other stakeholders in your region to improve the overall standard of rugby being played?

- 15.8 Are any referees associated with your organisation?



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