

CONFIDENTIAL DOCUMENT

SCOTTISH GYMNASTICS

MINUTES OF BOARD MEETING HELD ON THURSDAY, 25 OCTOBER 2018 AT 5PM

AT CALEDONIA HOUSE

PRESENT: Euan Lowe (EL): Zoe Frost (ZF): Scott Harper (SH)

TELECALL: Adele Tolometti (AT): Peter Boucher (PB): Ian Chambers (IC): Oli Barsby (OB): Lorna Callan (LC), **sportscotland**

APOLOGIES: Keir Stewart (KS): Ally Whike (AW): Patricia Swan (PS):

IN ATTENDANCE: Lara Gregson (LG) SG Head of Operations

ITEM	AGENDA ITEM / DISCUSSION
1.	WELCOME AND APOLOGIES
	SH welcomed all to the meeting. Apologies received from PS, KS and AW.
2.	NOTIFICATION OF CONFLICTS OF INTEREST
	None
3.	PREVIOUS MINUTES & ACTIONS:
	The Minutes dated 20 September 2018 had previously been circulated via email and were formally approved and the Action List was revised, including actions carried forward.
4.	MATTERS ARISING
	There were no matters arising.
5.	ITEMS FOR REVIEW
	Six month finance papers
	Board reviewed the financial papers and discussed the content highlighting the positive view with reserves, membership numbers over 30,000 and net current assets at £500k. They also reviewed the Technical Panel position and the need for regular financial reports and support to help the panels manage their budgets. To be discussed at the next Board meeting.
	Operating plan review Q2 2018/19
	Board reviewed the operating plan and discussed the outcomes highlighted as red. EL highlighted some further details behind the Board summary sheet highlighted planned activity that requires increased attention over the next quarter.
	Risk register review
	Board reviewed the risk register and looked at in more detail the risks that have changed status. There were no alterations to risk levels that required increased concern.
	ACTION:
	TP budgets to be discussed at the next Board meeting.

<p>6.</p>	<p>ITEMS FOR DISCUSSION/ INFO</p> <p>Sportscotland investment meeting Board meeting on 29 September was a useful contributor to the Sportscotland investment meeting and contributed well to the content presented to SportScotland. SG were used as a pilot approach with SportScotland for the meeting. Stewart Harris (CEO of SportScotland) was also there for the first time. It was proposed that we work together with a phased investment over the four years. Further work to follow on this now. The level of investment will not be confirmed until early 2019. Following on from this, EL will be attending the SportScotland Board on 30 October.</p> <p>KPMG Audit Board reviewed the KPMG audit report and discussed the content and the improved rating to 'satisfactory'.</p> <p>British Gymnastics Working Partnership Agreement Simon Evans from BG coming on 6 November to finalise the agreement and schedule content. Document to be circulated post meeting for Board approval.</p>
	<p>ACTION: Share the SportScotland presentation with the Board Circulate BG agreement details for Board approval</p>
<p>7.</p>	<p>AOB</p> <p>10 November Board meeting– approach will be to review the business case and options for how we progress the four year plan</p> <p>Ethics and Welfare – external review of a case nearly complete and will include recommendations. Report expected in advance of November board meeting.</p> <p>Conduct in Sport Panel case – SG has appealed the sanctions decision on a recent case and the follow up appeal decision. Follow up hearing has been scheduled by the CISP panel to reach a conclusion. Legal advice to be sought in managing any potential outcome should the board disagree with the outcome.</p>
	<p>ACTION:</p>
<p>8.</p>	<p>DATE OF NEXT MEETING</p> <p>Next meeting is Saturday 10 November at 9.30am to 12.30pm at Apex Hotel, Grassmarket</p>