

MINUTES OF BOARD MEETING HELD ON THURSDAY 11 JUNE 2020
 VIA VIDEO CONFERENCE (TEAMS CALL)

PRESENT	Doc McKelvey (DM): Ian Chambers (IC): Zoe Frost (ZF): Keir Stewart (KS): Patricia Swan (PS): Oli Barsby (OB); Lorna Callan (LC) sportscotland
APOLOGIES	Ally White (AW)
IN ATTENDANCE	Lara Gregson (LG): Simon Taaffe (ST): Sam Hendrikson (SH): Steve Paige (SP): Brian Ewing (BE)

ITEM	AGENDA ITEM/DISCUSSION
1	WELCOME AND APOLOGIES
	IC welcomed all to the meeting and introduced Brian Ewing.
2	NOTIFICATION OF CONFLICTS OF INTEREST
	None
3	PREVIOUS MINUTES & ACTIONS
	The Minutes dated 14 May 2020 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 DISCUSSION
	<p>1 Audit Committee Update</p> <p>The scenario paper was circulated in advance. The paper focussed on the worst-case scenario and made some key assumptions including staffing and membership. Our membership significantly impacts our financial income and is a key factor in the decision-making process. Membership figures have been looked at based on an optimistic view where membership is back at 75% along with a pessimistic view of only a return to 50% of our current membership figure. The report highlighted the impact on our reserves by the end of this financial year and the following two financial years.</p> <p>The board discussed the potential mitigating actions including the worst-case scenario details which have been submitted to sportscotland for discussion and whether anything can be done by sportscotland to support financially. DM will be meeting with British Gymnastics CEO to discuss the working partnership fee. Any decision on this will be delayed until the membership year has started to review the income at that point. DM talked through potential impacts on staffing levels and wider structure implications and working practice options.</p> <p>Board agreed to support the restructure with an in-principle agreement to progress this work. Short term working and other mitigating actions suggested in the scenario paper to be looked at within any wider restructure later in the year when the impact of membership income is known. SLT to progress this work further.</p>

	<p>2 Technical Panel Review</p> <p>DM provided an update on the Technical Panel review and a paper was circulated in advance. All panels have provided feedback to the proposal and the response was positive and supportive. This feedback, along with staff comments will be reviewed by DM, SH and LG and a follow up meeting with panel members will be due after this. The panel changes to be written up and will come back to the board in August in preparation for the AGM and will include the proposed changes to the technical panel regulations. New Joint Technical Committee brings board reps and chairs of all panels to come together at least twice a year for cross sharing, linking the panels (who are a sub section of the board) into board members.</p>
	<p>ACTION: SLT to progress the restructure plan DM to review the technical panel name change within the Articles and prepare the new panel regulations</p>
<p>6</p>	<p>ITEMS FOR DECISION</p>
	<p>1 Membership Year 20-21</p> <p>DM provided a paper that has been created jointly with British Gymnastics and Welsh Gymnastics which contained four key measures. The first one is the use of a commercial accelerator; a short-term discount from membership opening until the end of September. The current year has been severely impacted and limiting the discount availability will hopefully drive the renewal of membership. It's important to recognise members have not been able to make full use of this year's benefit and to appreciate the loyalty of those who renew at the start. The Board discussed this option at length and voted in favour of applying the accelerator assuming British Gymnastics board approved this too.</p> <p>2 Audit Committee Terms of Reference</p> <p>Terms of reference has been updated and the Board approved the details. It has been changed it to Audit and Risk Committee.</p> <p>3 CISP Recruitment</p> <p>Board approved the additional recruitment of three more panel members based on the relevant experience they will bring to the pool of resource.</p> <p>4 CISP Sanction Guide</p> <p>Board approved the CISP sanction guide. Safeguarding team to consider what the accused should see around the potential sanctions to help them understand this too and the consequences.</p>
	<p>ACTION: DM to confirm the decision on membership discount with British Gymnastics Safeguarding Manager to issue paperwork to new CISP members Safeguarding to check that coach education includes details on what the consequences would be as a result of a breach</p>

7	AOB
	<p>Decision needed on who should be part of the Remuneration and Nomination Committee, this will be followed up separately</p> <p>IC formally thanked the board for the work over the last six months and the support they provided in his role as interim chair.</p> <p>BE thanked IC for his commitment and support over the last six months.</p>
	<p>ACTION: Follow up on Remuneration and Nomination member details</p>
8	DATE OF NEXT MEETING
	22 August 2020, 10am to 4pm