

MINUTES OF BOARD MEETING HELD ON SATURDAY 30 JANUARY 2021
 VIA VIDEO CONFERENCE (TEAMS CALL)

PRESENT	Brian Ewing (BW): Doc McKelvey (DM): Ian Chambers (IC): Zoe Frost (ZF): Ally White (AW): Patricia Swan (PS): Claire Bath (CB): Wendy Lucas (WL): Keir Stewart (KS)
APOLOGIES	Sandy Hodge (SH) sportscotland ; Sam Hendrikson on maternity leave
IN ATTENDANCE	Lara Gregson (LG): Simon Taaffe (ST): Steve Paige (SP)

ITEM	AGENDA ITEM/DISCUSSION
1	WELCOME AND APOLOGIES
	BE welcomed all to the meeting and noted apologies. He explained that this strategic board is an important one and all of us have been affected by 2020. The optimism of 2021 needs to be tempered with what's going on when considering our future plans. BE explained what the board felt success would look like; return to activity, support of our members and our clubs and all underpinned by the sustainability of our organisation. He encouraged all to be positive and not restrict in our thoughts today, be critical and challenge in a constructive way.
2	NOTIFICATION OF CONFLICTS OF INTEREST
	None
3	OVERVIEW OF CURRENT POSITION
	<p>DM shared a presentation and began with an overview of the current position. We currently have nearly 90% of clubs re-registered with 20,684 members (73% of 2019-20 membership year).</p> <p>DM shared the current financial position and confirmed there could be some opportunity to continue to improve this position before the end of March. Details were also shared on the successful sportscotland Covid fund.</p> <p>DM highlighted that work in the last year has not all been about Covid and we had progressed our operational plan. We have launched the HR partner for clubs, the development team have supported clubs to continue with facility planning, brilliant basics has been rolled out, all be it differently, the annual awards wasn't held but we did have the virtual 130 recognition awards, safeguarding has not all been about the cases and the governance work has continued with progression on board sub committees and the new technical committees.</p> <p>DM also wanted to highlight that our relationship with British Gymnastics has improved no end and with sportscotland we have been very open, honest and transparent with them and they have appreciated that.</p>
4	PLANNING PROCESS
	DM explained the change to the more formal annual planning which is linked to the governance structure and the project groups will have key connects with staff and board. The technical committees will review their discipline plans around September/October each year and the joint technical committee will meet with the senior leadership team and some board directors in November. Senior leadership team

	<p>strategy week at the start of December each year is a process where a day is allocated to each of the key pillars and head of the department presents to the rest of leadership team, who ask questions, are then aware of what plans each area is considering and challenge and discuss the priorities to take forward. This work links to strategic board meeting in January, which in turn links to the sportscotland annual return where we can discuss any changes to the annual investment to the next year.</p>
5	<p>MEMBERSHIP FORECAST SP shared an update on the membership forecasting and the assumptions, risks and opportunities the development team have considered. SP shared a slide with the membership forecasting numbers.</p>
	<p>ACTION:</p>
6	<p>DRAFT BUDGET OVERVIEW</p>
	<p>ST provided an update on the budget summary for 2021-22 and talked the board through the details of each department's budget. This was based on input from across all the teams and focussed on the essential activity to be delivered. The board discussed the budget summary and were supportive of the base budget at this time but did have some reservations and caveats around it, in particular the communications budget.</p>
	<p>ACTION: Benchmark staff numbers versus clubs/membership numbers compared to other NGBs Reserves policy to go February's board</p>
7	<p>ADDITIONAL PRIORITIES</p>
	<p>DM explained that there are some items that the leadership team believed needed to be addressed in some shape and form in the coming year and beyond, bearing in mind the financial position which does make things challenging but we need to look at these.</p> <p>The senior leadership team talked through the additional priorities proposed and the board discussed and challenged the thinking around them. The board saw the value on all of them and looked at the priority against each. Board agreed to consider a deficit budget, but we must stay above three months reserves. Further discussions on the use of the sportscotland Covid fund and scale of moving to deficit is needed. The timing and phasing are important across these areas of work and the board asked for the creation of a resource plan to support and scope out all the priorities more and how they interlink.</p>
	<p>ACTION: Priorities to be scoped out more</p>
8	<p>AOB</p>
	<p>Subcommittee for Governance – IC proposed KS and AW to join this group. The Board approved these nominations.</p>
	<p>ACTION:</p>
9	<p>DATE OF NEXT MEETING</p>
	<p>20 February 2021 10am to 4pm</p>