

CONFIDENTIAL DOCUMENT

SCOTTISH GYMNASTICS

**MINUTES OF BOARD MEETING HELD ON SATURDAY 5 MARCH 2022
VIA VIDEO CONFERENCE (TEAMS CALL)**

- PRESENT** Brian Ewing (BW): Doc McKelvey (DM): David Johnson (DJ): Keir Stewart (KS): Ally Whike (AW)
- APOLOGIES** Ruth Wilson (RW): Kerri McHale (KM): Ian Chambers (IC): Claire Bath (CB): Sandy Hodge (SH) **Sportscotland** Sam Hendrikson (SLH)
- IN ATTENDANCE** Lara Gregson (LG), Lindsey Booth (LB):
From item number 3 - Patricia McGill (PM): Steve Paige (SP),

ITEM	AGENDA ITEM/DISCUSSION
1	WELCOME AND APOLOGIES
	BE welcomed all to the meeting. BE also noted apologies.
2	WELLBEING & PROTECTION
	LB provided an update on the current cases which had been detailed in the wellbeing and protection report. The team are now using the Globocol system to capture details on cases and reports can be generated and trends identified. The team continue to work with British Gymnastics on cross border cases. The team attended British Gymnastics standardisation meeting on case management.
3	NOTIFICATION OF CONFLICTS OF INTEREST
	None
4	PREVIOUS MINUTES & MATTERS ARISING
	The Minutes dated 6 February 2022 had previously been circulated via email and were formally approved. There were no matters arising.
5	ACTION LIST
	The Action List was revised, including actions carried forward.
	ACTION:
6	SLT REPORT
	DM highlighted the work that has progressed around shape our future, with three member consultation sessions held so far with one more due on Monday 7 March. The sessions have included parents too which has been great. Next steps include the progression of think tanks to focus the discussion further and explore the priority areas including associated actions and will include looking at wider feedback from gymnasts via social media and other options. LG highlighted the recent staff changes and highlighted the success of the Sportscotland leadership course which currently has two people attending. The

	<p>volume of communication activity included in the report shows the scale of coverage across all disciplines.</p> <p>Membership is at 27,674 and we are delighted with where we are tracking. 4,050 are pre-school members and which is the highest we have had with a strong preschool tutor workforce in place.</p> <p>SP gave an update on club development including the growth of clubs and clubs who are planning and securing their own facilities.</p> <p>Rise gymnastics face to face workshop is being developed by SP and will be rolled out across the country.</p> <p>The participation symposium will be on 21 or 22 January 2023.</p> <p>SP thanked SportsScotland for the further investment in coach education subsidy. Face to face courses are continuing across the country.</p> <p>SportsScotland have also invested in our high-performance coach development with a two-year programme now in place. Thank you to SportsScotland for this support. Judge revalidation is underway and is an area to build on. Facility availability continues to be a challenge and a risk along with pricing increases. The education team are remodelling the costs to factor into the budget.</p> <p>DM confirmed that the programmes are all back up and running, with five MAG gymnasts selected for the British Gymnastics squad including Cameron Lynn. There have been medals in teamgym and tumble which is also great to see along with success in rhythmic with Louise Christie winning three medals last weekend. SportsScotland and the Scottish Institute of Sport have provided investment for five to MAG gymnasts and one WAG gymnast.</p> <p>BE said the increased collaboration with British Gymnastics is welcomed and thanked SportsScotland for their support across and the performance programmes and their input to our return to education courses.</p>
	<p>ACTION:</p>
<p>7</p>	<p>AUDIT & RISK COMMITTEE</p>
	<p>1. Management Accounts to 31 January 2022</p> <p>DJ shared the high-level details of the management accounts. PM confirmed the year-to-date surplus in period to 31 January of £54.8k. At 31 January 2022, membership numbers stood at 26,319 members. approx. 94% of forecast membership levels for MY21/22.</p> <p>Scottish Gymnastics benefited from grant income in respect of Job retention scheme of £33.4k. Education benefited from the course fee subsidy from SportsScotland of £54.8k in year to date. During Q3 the forecast was reconsidered by all departments.</p> <p>Due to emergence of Omicron variant of Covid 19, the decision was taken to cancel Gymfest in November, which was due to contribute a surplus of £21.2k. The Acro invitational event due to be held in January, expected to contribute a surplus of £8.7k was also cancelled. At 31 January 2022 we are forecasting a deficit of £7.3k for the period to 31 March 22, compared to the budget deficit position of £37.4k, a favourable variance of £30.1k. Reserves position to 31 March 22 is forecast to be £353.1k.</p> <p>BE thanked the teams for the positive progress.</p>

	<p>2. Revised budget 2021/2022</p> <p>PM confirmed that all the departments submitted budgets for the extended period. The deficit of £37.4k, which was agreed by the board originally, is expected to continue to progress strategic objectives.</p> <p>The audit and risk committee discussed the revised budget in detail prior to this board meeting. The board approved the revised budget for 2021-22.</p>
	ACTION:
8	REMUNERATION & NOMINATION COMMITTEE
	<ol style="list-style-type: none"> 1. Wellbeing and protection NED update Non-Executive Director vacancy was advertised, and the panel interviewed two applicants, neither were suitable for the role. The vacancy remains open and considering some direct approaches to people. 2. BG NED update Gary Tolometti has been successful in being appointed to British Gymnastics board as the representative for Scotland. BE and DM to meet with Gary prior to the British Gymnastics operational board on 16 March. This has all been very positive so far for British Gymnastics and Scottish Gymnastics. 3. Pay and benefits update DM confirmed that Remuneration and Nomination committee discussed the pay and benefits review for staff and it had been agreed and included within the budget.
	ACTION:
9	GOVERNANCE COMMITTEE
	<ol style="list-style-type: none"> 1. KPMG Audit The audit was completed in November 2021. We have fed back to KPMG and sportscotland based on the initial report. Satisfactory with comments was the rating. Actions are progressing from the report. Thanks to LG for the quality of the submission. <p>Governance committee met in February. It was agreed that there would be a corporate governance code review to include the review of the governance code and work with DM, LG and Jacqui Stone to consider if the governance code is fit for purpose. There will be an associated set of bye laws, rules, and regulations in place as a result.</p>
	ACTION:
10	PROJECTS UPDATE
	<p>Wellbeing and protection update</p> <p>LB shared two papers prior to the board meeting which LB spoke to. Progress was shared against the independent review actions one year on from the published report. Future report will include start dates for work pending along with the development of an operational plan which will include ongoing actions from the review recommendations, along with Sportscotland safeguarding standards and any</p>

	<p>feedback from the Whyte Review. Some action areas were delayed on the arrival of LB in the new head of wellbeing and protection role.</p> <p>The first meeting of the wellbeing and protection committee took place last week. The progress report was shared with the committee and each area was discussed in more detail. Vacancy for the chair continues and there is also a vacancy for another Scottish Gymnastics member to join. This will be followed up directly.</p> <p>Scottish Gymnastics have remained compliant with the sportscotland safeguarding standards for sport. All courses are under review to ensure they meet the standards. To ensure courses can continue to be delivered in a timely manner, the pool of tutors will be expanded following the recent tutor recruitment which has seen a good response.</p> <p>LB shared details on upcoming legislation changes including potential changes to the PVG legislation which may impact our members, more details to follow.</p> <p>Safeguarding team have had two strategic planning days which has identified core areas of activity and priorities which will feed into the wellbeing strategy and integrate within the shape our future work.</p> <p>BE was pleased with the positive progress made so far, thank you to LB and the wider teams involved. LB acknowledged that staff across all teams have embraced the feedback from the review and have shown they are open to embedding wellbeing and protection throughout their work.</p>
	<p>ACTION: Share a progress update with the members one year on from the independent review being published.</p>
11	<p>AOB</p> <p>Transgender policy - update on that needed in line with wider publications.</p> <p>Trophies - review of what's given out at events.</p> <p>BE closed the meeting by highlighting the war in Ukraine and noted our thoughts are with all those involved.</p>
	<p>ACTION: Follow up on the transgender policy work. Trophy review</p>
	<p>DATE OF NEXT MEETING</p>
	<p>19 May 2022</p>