



MINUTES OF BOARD MEETING HELD ON WEDNESDAY 26 APRIL 2023
 VIA VIDEO CONFERENCE (TEAMS CALL)

PRESENT Brian Ewing (BE): Doc McKelvey (DM): Ian Chambers (IC): Karen Rees (KR): Claire Bath (CB): Kerri McHale (KM): Ruth Wilson (RW): David Johnson (DJ): Lorna Callan (LC) **Sportscotland**

APOLOGIES Ally White (AW): Patricia McGill (PM): Sam Hendrikson (SH)

IN ATTENDANCE Lara Gregson (LG), Lindsey Booth (LB): Steve Paige (SP)

ITEM	AGENDA ITEM/DISCUSSION
1	WELCOME AND APOLOGIES
	BE welcomed all to the meeting and welcomed Lorna Callan back as our partnership manager. BE also noted apologies.
2	NOTIFICATION OF CONFLICTS OF INTEREST
	None
3	PREVIOUS MINUTES & MATTERS ARISING
	The Minutes dated 28 January 2023 and 15 March 2023 had previously been circulated via email and were formally approved. There were no matters arising.
4	ACTION LIST
	The Action List was revised, including actions carried forward.
	ACTION:
5	SLT REPORT
	The SLT report was circulated in advance to the board. DM confirmed the sportscotland investment had been shared previously. The paperwork is pending in the next few weeks. The working partnership agreement with British Gymnastics is progressing, with the first draft due shortly for review. LG is leading on this piece of work. Commercial activity is also progressing. LG shared an update on the new website which is progressing well. Ten staff have attended the first module as part of a change leadership course to support the roll out the new values and culture work. SP confirmed that membership numbers are tracking 1% below 2019 which was our highest membership level. SP has been recruiting for the club development manager roles and saw four people, thanks to LC for supporting this process. Offers are out and have been accepted and looking to start at the beginning of June. Changing lives work has five projects, with Kilmarnock Acro completed in Easter and resulted in a great case study video. Thanks to Jacob Brydon in the communications team for that.

	<p>Gymfest is happening this weekend. SP confirmed that he is meeting with British Gymnastics Foundation to discuss the roll out plan for love to move in Scotland. More details to come at the next meeting.</p> <p>SP thanks Sportscotland for the subsidy investment. There is Teamgym brevet course at Inverclyde, thanks to Lindsay Mckie for organising this, with judges from all over Europe attending. Level 1 and 2 courses are being mapped to the Scottish Coaching Certificate; Lindsay has done a great job with this. Facility costs have increased by 30% in local authorities and clubs which is having an impact on budgets.</p> <p>DM talked about the part two investment which is a key piece of work that follows on from the investment conversation. We have been really successful getting what we want, with the number of athletes being supported increasing and the tiered approach has been approved by the institute. The board commend that work and is credit to where we have come and the work that has been done to progress this.</p> <p>BE thanked the SLT for their report and all their work and pass on our thanks to your teams.</p>
	<p>ACTION:</p>
<p>6</p>	<p>WELLBEING & PROTECTION COMMITTEE</p>
	<p>Progress continues to be made against the independent review recommendations. LB shared an update with 12 actions complete, 13 progressed and reduced to zero for not yet started, all making progress. Five updates were changed rating based on progress.</p> <p>Eight clubs in the pilot project for club visits and signed up to use the sportscotland club tool. Club questionnaires to parents, gymnasts, coaches, and volunteers have gone out and club visits will start at the end of July. The visit will include a review of this feedback and the tool, along with observations in the club. Commitment to do this in the next three years across all clubs.</p> <p>Paper was submitted for the licensing scheme for coaches and was considered by the committee and most factors are already covered by mandatory activity in place now. Work will continue with British Gymnastics as they explore options around this.</p> <p>Publishing of outcomes was discussed by the committee and confirmed that more details were included in the last annual report than in any previous ones. Committee discussed the publishing of specific names and agreed more discussion was needed around this area.</p> <p>Pilot project is being proposed around athlete advocates with clarity on what the role is and how this would work at performance activity.</p> <p>Committee is now fully populated with Karen Rees as chair and Cara Kennedy providing athlete representation and her input was hugely appreciated. Both attended their first committee meeting.</p> <p>Recruitment for two safeguarding officers has been completed with two offers pending.</p> <p>Safe recruitment workshop content to be reviewed over the summer. E module stay safe and have fun being developed for gymnasts.</p> <p>Case management stats for the last quarter included in the report, with a slight increase post Easter break with calls requiring input and support. Self harm continues to be the most single reported reason for contact, misuse of digital images has increased too.</p>

	<p>BE thanked LB, her team and KR, and the committee for their work in this area. KM sits on the committee and highlighted the positive contribution from both KR and Cara Kennedy.</p>
	<p>ACTION: Two years on update needed for the membership following the independent review</p>
7	AUDIT & RISK COMMITTEE
	<p>Draft management accounts to 28 February 2023 were presented to the board by DJ.</p> <p>DJ shared the highlights from the quarter two management accounts including the year-to-date deficit of £19.5k as a result of a reduction in staff costs, fewer education courses and a saving of £12k workforce fees in safeguarding.</p> <p>The forecast for the year is showing £43k surplus compared to a £49k deficit and includes additional funding from sportscotland but comes with increased costs to be fed through the budget. It's likely the deficit will reduce but there is a favourable variance from education of £38k and staff cost savings of £29k.</p> <p>BE was delighted with the progress on the financial statements. DM highlighted the surplus forecast will move closer to a neutral budget.</p>
	<p>ACTION:</p>
8	REMUNERATION & NOMINATION COMMITTEE
	<p>IC provided an update on the technical director role, and this will progress in the coming months.</p> <p>Details from the staffing paper were shared and the board approved the recommendations. Board agreed that future structure changes coming to board would just be wholesale structure changes and operational changes would be reviewed by RemNom only.</p>
	<p>ACTION:</p>
9	GOVERNANCE COMMITTEE
	<p>BE welcomed KM to this committee and thanked her for joining the committee. Board agreed with the new membership.</p> <p>Discussions are ongoing along with British Gymnastics on dual registration with the processes being looked at. More details to come via governance committee. This will require club chats and initial communications in the coming months before membership renewal in August. More details should come to the June board.</p>
	<p>ACTION:</p>
10	CLEAN SPORT UPDATE
	<p>DM shared some slides with an update on the clean sport update. This a new framework, and we have full compliance and were one of the first governing bodies to do so. There is an annual implementation plan in place and covers everyone taking par, with staff, gymnasts and coaches and some parents completed awareness education.</p>

	<p>There is a communication plan that supports the ongoing awareness, and the stats were shared with the board. There is dedicated details in every events programme, prohibited list shared on an ongoing basis a year-round commitment to comms plan Ongoing compliance required to maintain it. This will include a wider British Gymnastics/ Scottish Gymnastics board discussion at the joint meeting. Annual update published via the annual report and testing will continue as per the process, along with the annual submission via the clean sport hub. Assurance reviews by UKAD can be requested by them.</p> <p>2023 clean sport plan was shared with the board which covered all the different groups. Videos from two of our performance athletes were made to support clean sport week.</p> <p>BE thanked SH and her team for all their work putting this in place and the ongoing support for this.</p>
	<p>ACTION: Slides to be shared.</p>
11	AOB
	<p>13 May - strategic board meeting, face to face</p> <p>20 June - teams, 5-8pm</p> <p>13 or 20 September - joint with BG</p> <p>Gymfest - invites to board. Sports minister is attending.</p>
	<p>ACTION:</p>
	<p>DATE OF NEXT MEETING</p>
	<p>13 May 2023</p>