

## MINUTES OF BOARD MEETING HELD ON WEDNESDAY 25 JUNE 2025

## VIA TEAMS

**PRESENT** Brian Ewing (BE): Doc McKelvey (DM): Ruth Hudson (RH): David Johnson (DJ): James Hall (JH): Fiona Paterson (FP): Louise Mearns (LM): Claire Bath (CB)

**APOLOGIES** Kerri Mchale (KM): Karen Rees (KR): Lorna Callan (LC) **sportscotland**

**IN ATTENDANCE** Lara Gregson (LG): Sam Hendrikson (SH): Lindsey Booth (LB)

ITEM	AGENDA ITEM/DISCUSSION
1	<b>WELCOME AND APOLOGIES</b>
	BE welcomed all to the meeting, thanked everyone for attending and noted apologies.
2	<b>NOTIFICATION OF CONFLICTS OF INTEREST</b>
	None
3	<b>PREVIOUS MINUTES &amp; MATTERS ARISING</b>
	The Minutes dated 12 March 2025, 8 April 2025 and 17 May 2025 had previously been circulated via email and were formally approved.
	There were no matters arising.
4	<b>ACTION LIST</b>
	The Action List was revised, including actions carried forward.
5	<b>SLT Report</b>
	<p>The SLT report and the operational plan 24/25 quarter three was updated and previously shared with the board. DM highlighted alternative governing bodies and the impact on Scotland. The risk was raised at audit and risk committee. British Gymnastics are doing some analysis on competitors.</p> <p>Commonwealth Games Scotland are looking at the number of core sports going forward.</p> <p>BE highlighted the political engagement work that DM is involved in. DM shared he had been at the <b>sportscotland</b> board meeting this week and shared an update on the challenges from within the sector.</p> <p>LG provided an update on the customer charter that staff had been developing and the work the teams have done identifying process improvements to better support our members and customers. Staff had completed a feedback survey which supports our commitment to fair work first as well as staff engagement and improvements.</p> <p>It's been a busy quarter for events with 3,500 gymnasts attending our events which includes Gymfest. It was the 40<sup>th</sup> anniversary of Gymfest which included a memories display, and we</p>

	<p>brought back the Friday night gala which was great to see. The seating capacity at Ravenscraig has been reduced the capacity by more than half, with discussions on going as this has had a huge impact on our events.</p> <p>The development team continue to work on dual registration within clubs and under registering of members. Satellite fund clubs have seen growth in their members.</p> <p>With the recent changes in staffing in the performance team, the work has been reprioritised. Staff allocation for the Commonwealth Games has been given now with two coaches for men's and women's and Jamie Bowie has returned as team manager.</p> <p>There has been a decline in the uptake in education courses and Jay Runga is looking at why that it is. The team have been more proactive to seek potential candidates to reduce the risk of cancelling courses if there are not enough people. The new foundation course is progressing via British Gymnastics which Scottish Gymnastics are integrated into this piece of work. It's due to go live from April 2026 and will make the learner experience better and quicker.</p> <p>Brevet judging course was again hosted here which is good. BE asked about the women's judging crisis. SH confirmed that Jay and the team are looking at this further. There are 70 qualified judges in Scotland, and women's is the only discipline that the club doesn't nominate judges. SH confirmed we need to provide support for judges coming along.</p> <p>RH highlighted that judge expenses is quite significant, and we need to question that amount. DM and SH to review the spend, with the majority on women's artistic. We are looking at how judges are provided and what other home nations do and will bring this back to the joint technical committee to review and discuss.</p> <p>BE complimented SH on her work for the Commonwealth Games and securing a good number of gymnasts. DM confirmed that Commonwealth Games Scotland have taken on board SH and AW's feedback, and it's been much better.</p> <p>BE thanked everyone for the great work.</p> <p>The operating plan had been previously shared with the board. DM confirmed that the SLT report covers key areas. There are no membership numbers at the moment, and British Gymnastics are the same. BE asked about the reporting issue and what's happening. DM explained that there is work being done on this and that the old system was turned off before the new one was in place. Power BI will be better once it's working properly.</p>
	<b>ACTION:</b>
<b>6</b>	<b>WELLBEING AND PROTECTION COMMITTEE</b>
	<p>The updated terms of reference was approved by the board.</p> <p>LB shared key points from the previously shared wellbeing and protection report. The main focus in the last quarter has been PVG compliance.</p> <p>Standards for child wellbeing and protection is now a quarterly audit with two standards per quarter. Standards seven and eight were done which focussed on organisational and board approach to safeguarding. We are 100% compliant to those standards. The audit report was shared in the SLT report. Feedback included the board director and head of safe sport having a positive relationship and the club portal programme was called out as a positive.</p>

	<p>In August the focus will be on standards one and two which is around children's voice.</p> <p>The team have paused club visits for now and will restart again soon. Course delivery is currently high. PVG processing at a high rate with approximately 250 in June. It will be over 1,200 by the end of August which is more than last year. All the teams have been really supportive to support clubs becoming compliant. It's been a real team effort to do this, and we are in a good place. There are a small number still to confirm but not through lack of information as it's been shared across many mediums.</p> <p>The case statistics will follow in due course.</p> <p>A new member joined the committee who is based in a club as a safeguarding officer along with a relevant professional background. LB expects the board training to become a facilitated session as well as the elearning that has already been completed.</p> <p>BE confirmed how lucky we are with the expertise in the team and thanked them for all their work.</p>
	<b>ACTION:</b>
<b>7</b>	<b>PROJECT UPDATE</b>
	<p>Leadership LG shared an update on the development of the positive and negative behaviours under each value and the plans for the next stage. This also links to the customer charter work.</p> <p>LG also provided an update on the new audit process developed by <b>sportscotland</b>. This will be more efficient and an effective way for governing bodies to be audited. Scottish Gymnastics are not in this year's cohort.</p> <p>RH asked about the values and how it links to other things like the coaches code. LB confirmed the coached and officials code of conduct is being reviewed and links in well with this.</p> <p>BE thanked LG for the work so far.</p>
	<b>ACTION:</b>
<b>8</b>	<b>REMUNERATION AND NOMINATION COMMITTEE</b>
	<p>Papers had been previously circulated.</p> <p>Staffing review DM shared details on the staffing update and shared some details on the staffing picture over the last six years and the staff turnover figures. The events team now have contractor roles built round the team to support the events programme. Salaries have been raised with the CEO forum and is a challenge across the sector. DM shared some anonymous feedback from exit interviews with the key reasons for leaving being the challenge of salaries and lack of career progression.</p> <p>SH shared an update on the performance structure going forward and the key changes. Progress has been made to resource the team going forward to support the well-established performance programme. SH shared the impact on some disciplines in the short term and also the opportunities to work with British Gymnastics collaboratively on the pathway for certain disciplines.</p>

	<p>RH asked about the number of the events and if these needs reviewed given the level of activity and the impact on the events team. Further Joint Technical Committee to be held to discuss this more and consider the scale of impact.</p> <p>SH will be sharing a communication on the structure and people going forward to key stakeholders.</p> <p>Pay and benefits review paper This was discussed at the committee meeting with two recommendations approved. The board approved these recommendations.</p> <p>Subcommittee membership paper The subcommittees have been updated to reflect the new addition of the directors.</p>
	<p><b>ACTION:</b> SH and DM to follow up on the events calendar</p>
<b>9</b>	<b>AUDIT AND RISK COMMITTEE</b>
	<p>Finance Report DJ had shared the finance report up to April 2025 which included the year-to-date figures and the end of year forecast. The report highlighted any variances. The forecast for year end is showing a small surplus, along with the associated reasons. The board approved the finance report and the consideration of staff remuneration at the end of the year.</p> <p>2025-2026 planning cover DM shared an update on the operating plan which is now organised under team areas and also highlighted areas of work proposed as pausing/ deprioritising to reflect the volume of work that teams are doing and the ability to deliver in the coming year.</p> <p>2025-2026 operational plan Dashboard has been updated to reflect <b>sportscotland</b> targets. The annual outcomes have been made more specific and include targets that are across more than one team so capture the teams involvement in the project line.</p> <p>The board approved the operating plan for 2025-26.</p> <p>2025-2026 budget paper DM confirmed the target was to break even with a separate budget for Commonwealth Games and the reserves will stay the same over the four years. The plan is to make a surplus in the following three years after Commonwealth Games to bring that deficit down to zero. Teams have worked hard to bring the budget in line and the top-down approach has worked well. Membership figure has been held at the same level. DJ thanked everyone for all their work to get to this stage.</p> <p>BE congratulated DJ on his work on the budget and the approach used. DM confirmed the increase planned from January 2026 for events costs, but this will be reviewed towards the end of the year and if that can be reduced.</p> <p>The board approved the budget for 2025-26.</p>
	<p><b>ACTION:</b> DJ to share options for staff remuneration</p>

<b>10</b>	<b>JOINT TECHNICAL COMMITTEE</b>
	<p>JH provided an update following the recent meeting. JH was pleased to be welcomed on to the committee with good representation across several disciplines.</p> <p>Jay Runga and Steven Maloney shared a presentation on judging and volunteers and the committee discussed this in more detail and what can be done to alleviate the pressure on volunteers.</p>
	<b>ACTION:</b>
<b>11</b>	<b>EQUALITY, DIVERSITY AND INCLUSION ADVISORY COMMITTEE</b>
	<p>LG shared an update confirming the first meeting was held and it was great to have our external members as part of this. The terms of reference were reviewed and will be recirculated for the committee to approve. LG provided an overview of the moving to inclusion framework and the committee reviewed the action plan.</p> <p>British Gymnastics confirmed that the consultation has been paused on the trans gender policy pending further guidance at a UK level. In the meantime, their board have agreed to an interim approach which was shared with board. The board raised some concerns over the approach and LG will share with BG.</p> <p>Clothing policy is being reviewed, and LG will share for feedback.</p>
	<b>ACTION:</b>
<b>12</b>	<b>AOB</b>
	<p>Director 1-2-1s – BE updated the directors that he will be contacting members to arrange a 1-2-1 with each person.</p> <p>Conduct and behaviour towards our staff and vexatious complaints. BE and DM will work on a statement on this area for our members.</p>
	<b>ACTION:</b>
	<b>DATE OF NEXT MEETING</b>
	24 September 2025