



MINUTES OF BOARD MEETING HELD ON TUESDAY 3 DECEMBER 2024  
VIA TEAMS

**PRESENT** Brian Ewing (BE): Doc McKelvey (DM): Ruth Hudson (RH): David Johnson (DJ): Ally White (AW): Karen Rees (KR): Claire Bath (CB) (until item 7 and from item 12): Lorna Callan (LC) **Sportscotland** (until item 8)

**APOLOGIES** Ian Chambers (IC): Kerri McHale (KM):

**IN ATTENDANCE** Lara Gregson (LG), Lindsey Booth (LB) (until item 5): Sam Hendrikson (SH)  
Emma Atkins (EA) Altair for item 6 only

ITEM	AGENDA ITEM/DISCUSSION
1	<b>WELCOME AND APOLOGIES</b>
	BE welcomed all to the meeting noted apologies.
2	<b>NOTIFICATION OF CONFLICTS OF INTEREST</b>
	None
3	<b>PREVIOUS MINUTES &amp; MATTERS ARISING</b>
	The Minutes dated 25 September, and 2 November 2024 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.
	<b>ACTION:</b>
5	<b>WELLBEING AND PROTECTION COMMITTEE</b>
	LB had previously shared the quarterly report with the board. The annual child wellbeing and protection audit will now be two standards reviewed per quarter in conjunction with Children’s First link.  The team currently have a colleague going on maternity leave so have a vacancy out at the moment. The report included the club safe sport visit data along with the courses delivered during the year and PVGs processed. LB is part of a short working group on the PVG process. Case management stats highlighted the number of new cases per quarter along with the conduct in sport details.  BE commended the work of the team around PVG and this is reflected in being included in the working group.

	<p>LB had previously shared the annual stats with the board for review. The training plan to address the waivers has worked and the safe recruitment sessions had more people but on less courses which was cost effective. This was managed well by our coordinator Claire Baillie. The volume of PVG processing has been higher than any previous years and is expected to remain high.</p> <p>Safe sport projects have progressed with two pilot cohorts on safe sport visits and the pilot of clubs reporting tools. Case management stats highlighted how many cases over the year, split between advice and level 1 cases which is what you want to see with less at the higher level. We are also picking up information on issues happening outside sport which shows we are seen as a safe place to report concerns to. Self harm, mental health and bullying are the key areas. Conduct in sport has been used for some cases.</p> <p>BE commented that is a positive report and the impact we are making in this area and that people are coming forward and very much supportive of ‘my voice matters’. KR confirmed the committee is working well. There is a vacancy that we are hoping to fill soon.</p> <p>AW asked how LB was feeling about things in general and how are we evaluating how things are changing in the sport and the impact on the culture. LB confirmed that there will be some data that will come from the ‘my voice matters’ survey in 2025 and also need to do some work on how we can also quantify the work we are doing.</p> <p>LB confirmed that the safeguarding symposium in November had 42 people attending which had a really good mix of people attending and covered incorporating children’s rights and also had clubs sharing their experiences on working with the safe sport team. Overall, it’s a positive experience. KR confirmed that LB is provided with support for wellbeing too to support her. DM confirmed we are looking for the impact framework too. DM confirmed that case work is still high and can be hard to balance with the proactive work too.</p> <p>BE asked LB to pass on the board’s thanks to her team.</p>
	<p><b>ACTION:</b></p>
<p><b>6</b></p>	<p><b>COMMERCIAL UPDATE</b></p>
	<p>Emma Atkins joined the meeting. DM had previously shared reports that Emma had prepared. Work is focussing on how they can support the growth of Scottish Gymnastics by looking at the potential for the organisation and how this can be progressed. This will also include Emma meeting with board members in the new year.</p> <p>Emma had shared a SWOT analysis and confirmed that plans are in place to support the weaknesses which is good to see. The income diversification options were looked at and having less reliance on grant funding helps. Having a charity entity would open up more opportunities to access further funding that would help grow the sport and support further reach and</p>

	<p>improve diversity. This would also support the health of the nation approach by the government.</p> <p>Long term partnerships are already really good and there is more scope to activate this more with the great products that are there. We do need to raise the profile further and there are some things we can do there. More licensing out can be done on products and also look at trading packages that can be provided to more communities. Social investment could be looked at to support the development of a new facility via a reduced rate loan.</p> <p>Emma explained that the list of products along with the new ones considered need to be looked at through the cost recovery approach and make sure all areas are considered. Emma will also meet with the board members to understand their networks and look at the products and how we link the networks to the products. There is huge potential with the product list and are coming from more than one income source. There is also the option to have individual giving and works well with the charitable arm for people to donate that way and also access philanthropic individuals.</p> <p>BE thanked Emma for her work so far. CB asked about if we are going for major donations, is it for operational costs or for specific projects that leads to more income. Emma confirmed the structure would be looked at and factor in some profit or surplus to the financial modelling. The theory of change would support the impact evidence and how it would be tracked.</p> <p>DJ asked about charging the overheads to the charity and how do we cover those overheads. Emma confirmed you would need to position it within the costs and DM explained there is scope to include a management fee to cover overheads.</p> <p>DJ asked about is it better to have a charity set up with projects or say we are raising money to do a project. Emma explained you can change your projects to support what you want to deliver based on the object of the projects. You need to consider the projects that can support the charity application.</p> <p>RH asked about Brilliant Basics and if it's going beyond Scotland, Emma said wider market research would need to be looked at and that would support the commercial return. Start in Scotland and then look to grow it wider.</p> <p>LC commented that based on the demographic there needs to be awareness ethically of who are approached and as a board set your parameters of what's acceptable. Emma confirmed she has an ethical framework that can support those decisions.</p> <p>BE thanked Emma for taking the time to come along and for all the work that's been done so far. We will follow up in the new year.</p>
	<p><b>ACTION:</b> Emma to attend a dedicated board session in January to discuss more</p>
7	<p><b>Q&amp;A BOARD DISCUSSION</b></p>
	<p>The board were invited to share their feedback on the commercial work and reports. KR asked if Scottish Gymnastics would still function as is with a new</p>

	<p>charity arm. DJ confirmed that would be case and the structure of the board would depend on how the charity was set up.</p> <p>DM confirmed that we need to consider the value of committing to this and what the potential income would be in relation to the cost.</p> <p>CB highlighted that background work and research must be done before any work is moved on. AW highlighted the risk of generating too many programmes to meet the needs to funding opportunities and the consequences of doing that and how the staff would then support and deliver this in a planned approach. DM reassured that thought would be given to all of this and how we would approach this in a strategic way.</p> <p>RH was encouraged by this approach as we have to protect ourselves given the impact on grants going forward. We do need to be cautious and consider the return on investment.</p> <p>DJ wants to be sure that if we do engage the company, it's clear on what we get for the fee charged. KR asked if the money coming into the charitable arm would benefit the whole sport. DJ confirmed it would depend how the money was donated and if restricted or not and depending how the charity was set up, that could impact how the budget is aligned to Scottish Gymnastics.</p> <p>LC stressed the ethical framework is key and vitally important. It's not a vehicle to make money for the governing body and the charity's board would need to protect that. The charitable investment would need to be clear and align to the charity's purpose and what is the purpose to setting it up and how does that work with the current governing body work.</p> <p>The board were positive and excited about the possibility of this work. BE thanked everyone for their contribution and the discussion on this area.</p>
	<p><b>ACTION:</b></p>
<p><b>8</b></p>	<p><b>SLT REPORT</b></p>
	<p>DM had shared the SLT report in advance. The operating plan had been circulated and included additional quarter updates going forward and some additional dashboard items. Membership is currently 1% behind on last year's figure. We are working with British Gymnastics on reporting via the new system. We are on track in line with last year. The development team have been following up with clubs on how they are getting on with renewals.</p> <p>Dual registration conversations are still on going with DM and LG visiting more clubs and the development team are following up with others.</p> <p>FIG congress has given approval for gymnastics to be included in the Paralympics in 2032. This full commission is quite significant and Angela Turner at City of Glasgow has been key in driving this forward.</p> <p>LG shared an update on the new office at Craiglockhart Tennis Centre with the planned move in date from 6 January. DM thanked LG for her work on this.</p>

BE was delighted we had a new technical director with James Hall.

SH shared an update on the events and the volume of participants at events in the last quarter and the work the team is doing around scoring options.

Club development is focussing on membership figures and targeting the clubs who are short. This is a supportive approach at the moment as they navigate through the new system. Couple of clubs have needed a deeper dive on governance support and what we can do longer term to support that. Ross Hutton and Tracey Brown have been supporting this.

Performance report highlights the work with home nations which has been going well. Clean sport update confirmed that we remain compliant, and Rona Patterson is now the lead person for this. The eLearning module is promoted, and remote education sessions have continued, with 91 people in the last couple of months having completed it. Iona Scott has continued to promote on an ongoing basis. Need to see if they have more assets we can use or understand what they want the focus to be on. We have promoted the app to all performance gymnasts. Clean sport week in May is planned in and how we can tailor the message to Scottish gymnasts.

Education report highlights the courses delivered and focus on getting assessments completed. SQA certificate is now opt in for getting the certificate. The uptake is low at 6% so far. The longer-term connection with SQA will be reviewed going forward.

BE welcomed the culture work within the performance programme and not working in silos with the link tied to safe sport.

AW asked about working with athletes out with Scotland and the institute of sport. SH explained that the exile-based Scots can only access if they come to Scotland. Trying to work with British Gymnastics and how they we can support with physio when they are down south and not just when they come to camps in Scotland. Being explored further on how this would work and Welsh Gymnastics having the same conversations. This is for Olympic disciplines only.

AW asked about the awarding body change and if that will impact the autonomy. SH explained that we had to re write British Gymnastics course for the SQA framework. We will sit with British Gymnastics as we develop new courses together and understand more with the CIMPSA link. Also include Scottish Gymnastics developed courses being recognised with CIMPSA too.

Anti-doping session is a huge admin process to get athletes to come along but we track it closely and monitor who attends. We have had feedback that we are doing well with attendance and promoting well which is reassuring. There has been discussions around energy drinks and coaches consuming in view of gymnasts.

RH asked about British Gymnastics not doing judging courses at lower level and is there an opportunity for Scottish Gymnastics to do something. SH said it won't be mandatory to do anything more than the British Gymnastics course but there will be consideration on what else we can provide before

	<p>the judges are deployed. Discussions are under way with British Gymnastics on how this can be consistently done across the regions and the financial implications as a result without negatively impacting the volunteer judges.</p> <p>BE thanked the SLT and asked to pass on the thanks to the teams. The report is always a positive report.</p>
	<b>ACTION:</b>
<b>9</b>	<b>REMUNARTION AND NOMINATION COMMITTEE</b>
	<p>DM shared an update on the recent board director vacancies. James Hall is going forward to the AGM to join us following the recent recruitment process. Applications have been received for our other vacancies and then interviews will be arranged.</p>
	<b>ACTION:</b>
<b>10</b>	<b>AUDIT AND RISK COMMITTEE</b>
	<p>DJ had circulated the draft statutory accounts which are pending updates back from the accountants following some points that had been missed. A small surplus of £7k was made in 2023-24. DJ commended everyone for their work managing the accounts following the flooding at Bell's sports centre.</p> <p>BE endorsed DJ's comments on all the staff working is hard in managing the budgets and supporting the final outcome.</p> <p>The board approved the statutory accounts for 2023-24.</p> <p>DJ had shared the management accounts up to October 2024 and updated the board on the current spend and the current interest rates in our saving accounts. There has been an increase in insurance costs due to the additional new equipment following the flooding. The impact of the government budget has been included in the budget which sees an increase in NI costs and additional costs due to the threshold change.</p> <p>BE asked about the rent costs going forward and LG confirmed it will be similar rent rate at the new office.</p> <p>Risk register was reviewed by SLT and the addition of the risk around clubs joining other governing bodies has been added.</p>
	<b>ACTION:</b>
<b>11</b>	<b>MEMBERSHIP FEE OPTIONS</b>
	<p>DM had previously shared a paper looking at options for the membership fee. DM provided an overview on what the fees had been previously along with British Gymnastics and Welsh Gymnastics. This was discussed at audit and risk committee and a further discussion at SLT.</p>

	<p>Operating costs are going up and out with our control, our fees are significantly behind British Gymnastics, considered a multiyear proposal which can be done to give more budget certainty.</p> <p>The board discussed the proposal at length.</p> <p>The board approved a fee increase in reflection of the governing body and wider economic challenges, subject to approval from IC, KM and CB.</p> <ul style="list-style-type: none"> <li>• Bronze up by £1</li> <li>• Silver up by £10 to £60</li> <li>• Gold up by £10 to £95</li> </ul> <p>Proposed to meet with the membership to engage discussion on article changes, importance of Scottish Gymnastics, and have message out there to build up to the 2026 AGM.</p>
	<b>ACTION:</b>
<b>12</b>	<b>GOVERNANCE COMMITTEE</b>
	<p>DM provided an update on the code for sport governance gap analysis, schedule of delegated authority draft was tabled at the committee which is being updated and then back to governance for approval.</p> <p>Board visibility on website was discussed and looked at options at other governing bodies. Terms of references to be added to the subcommittee web page and link to the director page</p> <p>Charity formation paper was discussed.</p>
	<b>ACTION:</b>
<b>13</b>	<b>EQUALITY, DIVERSITY AND INCLUSION ADVISORY COMMITTEE</b>
	<p>LG confirmed that Sporting Equals had reviewed our policies through the EDI lens and were positive about them and provided some really good feedback on how to improve them. The action plan build is progressing using our report from the moving to inclusion self-diagnostic tool. LG attended the Race conference organised by Sporting Equals.</p>
	<b>ACTION:</b>
<b>14</b>	<b>PROJECT UPDATE</b>
	<p><b>Glasgow 2026</b></p> <p>DM shared an update on the plans for Commonwealth Games on what we know so far. Likely British Gymnastics and Scottish Gymnastics will be involved in the event delivery, venue to be confirmed. Event delivery partners approach expected. Gymnastics consultant looking at the venue options and how that would that work.</p> <p>Letter gone to Commonwealth Games Scotland (CGS) on behalf of the CEO forum and the wider CGS membership for discussion at their board. Includes sports advocacy, profile and partnership, sponsorship opportunities, inclusive</p>

	<p>opportunities through Glasgow 2026 and commonwealth championships for sports who have not been included this time round.</p> <p>Scottish Gymnastics staff are meeting to consider the opportunities presented by Glasgow 2026, how we link this to our vision and strategy, define what a Glasgow 2026 project might involve and develop projects aligned with our strategy, assess and plan resources to enable this to be delivered. There are opportunities for performance success, raise the profile and promotion of the team and the sport and consider participation, pre, during and post the games and how it connects to our commercial and income plan.</p> <p>BE can see the opportunities across the whole sport and raising the profile of all disciplines. Bringing back the action plan to the board will be good to see and we look forward to seeing that as we build up to Commonwealth Games 2026.</p>
	<b>ACTION:</b>
<b>15</b>	<b>AOB</b>
	<p>There were no items shared.</p> <p>BE thanked AW for all his help, support to the board and help to BE. On behalf of the board, thank you over the extended period. Thanks also to IC.</p> <p>Happy Christmas wishes and have a lovely festive period, enjoyable and relaxing time.</p>
	<b>ACTION:</b>
	<b>DATE OF NEXT MEETING</b>
	12 March 2025