

JudoScotland

Board Minutes: 21 January 2013

Ref. 2014/1



JudoScotland

Notes of the Meeting of the JudoScotland Board held at the offices of JudoScotland, South Platt Hill, Ratho, Newbridge, Edinburgh, on 21 January 2014.

Present: Ronnie Saez (Chair); Graham Campbell (GC); Sarah Clark (SC); Peter Gardiner (PG); James McBeath (JMB); Marc Preston (MP); Robert Sneddon (RS).

Apologies: None

In Attendance: Douglas Bryce (CEO); Chris Robison (sportscotland)

Welcome & Apologies

- 1 The Chair welcomed the Board to its first meeting of 2014 and extended a warm welcome to Mr Chris Robison from sportscotland, who was replacing Gemma Fay (sportscotland Partnership Manager) on an interim basis.

Minutes of Previous Meeting

- 2 These were approved, subject to one amendment:

Point 26:

- 3 Graham Campbell (GC) proposed a rewording to "*Would like further information before a decision is made.*"

Matters Arising

Rolling Actions Sheet

- 4 The Board referred to an updated rolling actions sheet (version 21 January 2014) that had been distributed.

Correspondence

- 5 No correspondence had been received.

sportscotland

- 6 The Chair introduced the sportscotland investment offer for 2014, which had been circulated previously with the Board papers and asked whether Chris Robison (CR) would like to speak to the offer.
- 7 CR highlighted the outcomes and targets included within the offer and also the fact that this was an interim offer for a 15 month period to align JudoScotland's (JS) investment cycle to an investment year commencing on 1 April annually.
- 8 The CEO highlighted that the stated membership target had not been reached for 31 December 2013. The main reasoning behind this had been the way that the database report-producing programme had been written, whereby the report excluded life members, but also included the issuing of repeat/replacement licenses. The CEO believed that the target membership figure was still attainable and that this should be viewed as a 'stretch' target.
- 9 Some discussion continued as to the possibility of longer term investment in JS from sportscotland. CR highlighted that future investment would be dependent on a robust strategic plan being delivered to sportscotland. Following this, sportscotland would like to be in a position to offer an '*in principle and without prejudice*' longer term offer of perhaps up to 4 years.

- 10 It was recognised that it was challenging for sportscotland to look much further forward than this period of time due to its own funding cycles and indeed the political cycles within the Scottish Government.
- 11 The Chair wished to place on record his thanks to both CR and sportscotland for their continued investment in judo-within-Scotland.

Corporate Governance

CEO Update (Paper: 2014/1/1)

- 12 The CEO referred to the previously circulated CEO Update.

Matside Members

- 13 The CEO highlighted previous correspondence received around the BJA 'Matside' publication. JS had received information back from BJA in early January confirming that this publication was accessible for all BJA individual members.

Purchase of a Defibrillator

- 14 The CEO referred to a number of recent media reports around fatalities occurring at sporting stadia/centres during sports participation. JS had been in discussion with the Management at EICA around the provision of defibrillator equipment around the Centre.
- 15 There was a possibility of acquiring such a piece of medical equipment via the Centre which was being investigated. Should this not occur, the CEO requested the Board to note that a formal request to purchase equipment and to supply appropriate training would be brought before the Board.

Scottish Open 2014

- 16 Robert Sneddon (RSn) felt that Meadowbank Sports centre was now looking particularly 'tired' as a venue.
- 17 Peter Gardiner (PG) also believed that the addition of Stewarding would have benefitted the event. PG also believed that Sponsorship should be a priority for next year's event. Also, a more focussed approach to the potential target audience. Due to European Cup event, the Scottish Open is probably not going to attract National Teams in the near future and therefore good Clubs from the Continent are probably now the target.
- 18 The Chair reflected that the (enforced) change of date(s) for the event probably did not help – particularly for the Masters section. There may be benefit in 'de-coupling' the Masters event from the main Scottish Open due to the date.

Reserves Policy

- 19 This was deferred to the next Board meeting.

Operational Budget for 2014

- 20 GC circulated the draft budget for 2014 and also circulated a paper outlining notes to the draft budget.
- 21 GC highlighted that there were some items that could possibly be paid in 2013, or accrued into 2014, depending on the auditors view.
- 22 GC requested that any specific questions on the draft budget be directed towards him at a later date.
- 23 Some questions around the number of performance athlete debtors arose. The CEO referred to a number of athletes who were in receipt of external grant funding (i.e. Sports Aid Foundation/Winning Students) and that when such funding was released, balances were substantially reduced. Also in the current debtors were a number of substantial payments for events where athletes were self-funding (but where JS had booked/coordinated travel and accommodation) but where payment was still to be received.
- 24 The Board approved the draft budget for 2014.

Board Meeting Dates/Business (Paper: 2014/1/2)

- 25 The CEO introduced this previously circulated paper. The Chair believed that the content contained within the paper was appropriate for the following 6 to 9 months.
- 26 The proposals looking at different ways of working with the senior professional staff was also looked at favourably and that their attendance could be coincided with the attendance of the Honorary Officers. CR commented very positively on the proposed greater interaction with the senior professional staff.
- 27 Some discussions around the merits of presentations at Board were discussed with a range of views offered. GC highlighted that some of these are vital for the business to run/develop effectively.

28 Marc Preston (MP) believed that it would be beneficial to have a 'picture' or calendar of events with Board papers to appreciate the breadth and depth of work being conducted.

Annual General Meeting

29 MP reflected on the last BJA AGM. This had incorporated the BJA Volunteers Award Ceremony. MP was quite keen to look at adding something in each year – possibly a dinner on the evening of the AGM.

30 The CEO took the opportunity to update the Board regarding the European Youth Climbing Championships that were scheduled to take place at Ratho on 14 June, the same proposed day as the JS AGM. It was possible to have the EICA facility for the AGM on Saturday 21 June 2014 and the Board approved this change of date.

Minibus Usage Policy

31 The CEO referred to the original request for use of the minibus by Masters members, which had been against the original determination of the Board when the vehicle was purchased.

32 The Chair updated the Board that the Masters wished to work more closely than they had done previously with JS and had recently appointed an overall coordinator and an East (David Reilly) and West (Jim McKelvie) representative. The Chair proposed that these 3 individuals, supported by the Education and Development Executive (EDE) and with the Chair as a Board representative, set up a Masters Working Group.

33 It was agreed that – when reviewing the original purpose for purchasing the minibus – JS would introduce a prioritisation process for the use of the minibus, encompassing:

Prioritisation	Group
1	Performance Development Group
2	Talent Development/Transition Group
3	Other JudoScotland Business (i.e. Grand Prix Attendance)
4	Masters Group

34 It was agreed that the vehicle would not be available for Clubs to borrow.

Working Group Updates:

Performance Development Working Group

35 Sarah Clark (SC) circulated and spoke to draft Minutes from the last meeting of the Performance Working Group. PG highlighted that the National High Performance Coach (NHPC) was looking for strategic guidance from the Board in terms of the direction for Performance Programme moving forward.

36 PG believed the need for a closer working relationship between Ratho and the new BJA Performance Centre. The Chair believed that all stakeholders, both sporting and funding, needed to reach a consensus on the strategic way forward.

Chris Robison left the meeting at 2125 hours

Strategic Planning (2015+)

37 This was deferred to the next Board meeting.

Education and Development

Special Needs Paper (Paper: 2014/1/3)

38 The Board agreed to the recommendations contained within the paper and to support the BUPA event.

Glasgow 2014

39 The CEO reported that Glasgow 2014 was experiencing a significant number of their staff currently departing the organisation, although the Sports Department appeared to be bucking this trend. An announcement would be made imminently by Glasgow 2014 around opportunities for volunteers to contribute to the opening and closing ceremonies at the Games.

Events

Grand Prix Proposals (Paper: 2014/1/4)

- 40 The Chair felt that agreement could not be reached on the revised paper during the meeting. Subsequent discussion focussed on the competitive/grade standard of the proposed events and whether existing competitions staged by Clubs could actually deliver this particular product. There was a feeling that these proposed events should be staged by JS and not individual Clubs.

Support/Uniform for Volunteers and Officials

- 41 JMB appreciated that this had been raised previously, but wished to raise it once again. The Chair was very supportive of this and wished to do something for the JS officials.

CJA Tournament 2015 Update

- 42 The Chair outlined the recent history behind the attempt to stage the Commonwealth Judo Association (CJA) Tournament in 2014. The Chair also referred to proposals originating from the professional staff whereby a 'Legacy-oriented' Tournament may prove a more appealing option, if staged in 2015.
- 43 The Chair alluded to some issues around staging a CJA event in 2015 – not a regular time period for CJA events. The Chair sought permission from the Board to re-establish a Working Group to look at the feasibility of staging such a tournament.

British Judo Association

- 44 The Chair reflected on a relatively quiet period for the BJA Board since the last JS Board meeting. BJA were currently meeting with UK Sport and SportEngland at the present time over reviewing the current investment going to BJA.

The meeting closed at 2157 hours.