

JudoScotland Board Minutes:

20 June 2017

Ref. 2017/4



Notes of the Meeting of the JudoScotland Board held at the Edinburgh International Climbing Arena (EICA), South Platt Hill, Ratho, Newbridge, Edinburgh, on 20 June 2017, commencing at 1830 hours.

Present: Ronnie Saez (Chair); Sarah Clark (SC); David Gibson (DG); James McBeath (JMB); Marc Preston (MP); Robert Sneddon (RS).

Apologies: Graham Campbell (GC); George Kerr, CBE.

In Attendance: Bill Berry MBE; Jim Feenan; Rick Kenney (All JudoScotland Honorary Officers); Douglas Bryce (CEO); Tony Penfold (TP); Freda McInulty (FMcl); Ewen Cameron (sportsotland).

Welcome and Apologies

- 1 The Chair welcomed everyone to the meeting and noted apologies from Graham Campbell (GC) due to business commitments and highlighted that Sarah Clark (SC) would be arriving later in the meeting.
- 2 The Chair noted for the Minutes that even with the received apologies from GC and the potential late arrival of SC, the Board meeting was still quorate.

Declarations of Interest

- 3 There were no declarations of interest made by those present.

Leadership and Governance

Minutes of the Previous Meeting

- 4 Further to some minor alterations around date and time, the Minutes for the meeting 2017/3 were proposed by James McBeath (JMB) and seconded by Robert Sneddon (RS).

Matters Arising

- 5 The CEO referred to the previously circulated 'Rolling Actions Register'.

Sportif International Tournament (Correspondence)

- 5.1 JMB confirmed that the BJA NRC had responded to all parties in relation to the initially received correspondence. JMB further confirmed that Graham MacLachlan was also aware of the complaint received by the NRC.

Revised Sub-Board Working Groups

- 5.2 JMB confirmed that he would assume the leadership/chairmanship of the 'Business Delivery' Working Group.

Annual Board Member Conversations

- 5.3 The Chair confirmed that these would be conducted over the summer period.

Correspondence: Club Membership Applications

- 6 The following Club was approved for membership of JS:

- 6.1 Highland Budokan – 'B' Club;

CEO Update (2017/4/1)

- 7 The CEO referred to a previously circulated update paper (2017/4/1) and recognised that some of the content of the update paper was actually reflected in forthcoming individual agenda items for the meeting.

sportsotland Supplementary Investment

- 7.1 The CEO expanded on the brief updates on the two supplementary investments received from sportsotland and noted that the Chairman had signed off on the receipt of these investments offers.
- 7.2 Ewen Cameron (EB) provided a brief overview of some of the current challenges facing public finances – including sportsotland. With a reduction in Scottish Government grant and also a reduction in National Lottery income, this equated to a reduction of some £13million for the current year. EB appreciated that it was a fairly tough context to operate in at the present time for Scottish sport – but could not make any guarantees with regard to the financial situation for the next financial year.
- 7.3 The Chair reflected that the Leadership Team had initially drafted a series of potential savings that could be made to the budget for the forthcoming year. In light of the supplementary investments offered, he did not believe that these savings required to be enacted at this point.

7.4 That said, the Chair believed that the Board required to be ready to identify potential savings to the budget for the forthcoming year.

Business Support Team Member (Appointment)

7.5 The CEO referred to the recent recruitment process and advised the Board of the appointment of Mr Rory McBride.

Corporate Overview

7.6 Finally - with the attendance of the Honorary Officers and recognising that the next scheduled Board meeting was not until September - the CEO provided an interim corporate overview up to 31 May 2017.

2017 Annual General Meeting

8 The CEO updated the Board with regards to current logistics for the 2017 annual general meeting (AGM):

8.1 Date: Saturday 2 September 2017;

8.2 Venue: sportscotland National Centre: Inverclyde, Largs;

8.3 Time; Approximately 1730 hours (to be determined once The Gathering programme confirmed).

9 JS had also written out to all members Clubs advising them of the electronic voting process and requesting any updates of contact details be sent to the office at an early juncture.

10 The CEO also noted a peculiarity to the forthcoming AGM electoral process whereby the Chairman and one third of the Board would be retiring/re-standing (in line with the current Articles of Association).

11 With the resignation of Mr Gardiner in December 2016, there was the potential that more than one-third of the Board would be elected at the forthcoming AGM, which may give rise to future Board elections requiring individual Board members to stand down earlier than they might wish to in order to fulfil a one-third turnover of the Board on an annual basis.

12 Following a variety of views expressed, the Chairman viewed that there were two potential options available to the Board:

12.1 To progress with the required elections – including the current co-opted member and;

12.2 To proceed with the election of a Chairman and two Non-Executive Directors and to look at again co-opting a Board member following the 2017 AGM.

13 The Chairman requested that the CEO refer to the current Articles and to provide some direction on the above two options.

14 The CEO distributed draft copies of the 2016 Annual Report and sought any requested that any feedback be forwarded to the Communications and Marketing Executive at the earliest possible opportunity prior to the document going to print.

Celebratory Dinner for George Kerr

15 The CEO updated the Board with regards to the current organisation of the celebratory event for George Kerr, Honorary President of JudoScotland, including:

15.1 Date: Friday 8th September 2017;

15.2 Venue: Waldorf Astoria Hotel, Edinburgh. The room would hold 17 tables, of which 9 tables had already been taken.

16 The CEO highlighted that following discussions with the Chairman, the Chair was keen that invitations were extended to volunteers to event this prestigious event. RS requested further information on acquiring a table at the event.

British Judo Association

17 The Chair reported on the conclusion to the recent BJA Chair recruitment process and the fact that he had now commenced in that role.

18 More generally, the BJA was working through the corporate governance proposals, which would see a reduction on size of the BJA Board and also the election of a new England Chair.

19 The BJA were now down to 3 elected Directors and were also currently looking at a gender balance to conform with UK sport and sportengland requirements. These requirements were to be achieved by 31 October 2017, or this may have a negative impact on investment.

20 The Chair was pleased to report on two aspects relating to events:

20.1 BJA had been successful in securing the European Masters Tournament for 2018, which would take place between 15-17 June 2018;

20.2 England had also been successful in securing the 2019 Commonwealth Judo Association (CJA) Tournament.

21 Marc Preston (MP) wished to congratulate the Chair on his recent appointment with BJA. The Chair reciprocated in wishing to thank the Board for their support during his interim tenure as BJA Chair.

Business Delivery

Grand Prix Series Tender: 2018 – 2020 (Board Paper 2017/4/2)

- 22 The CEO distributed a completed evaluation matrix that had been used to evaluation all those Grand Prix (GP) tenders received. The CEO also noted that there were 3 GP events available and only 3 tenders had been received.
- 23 Arising from the tender evaluation process (and only utilising the evaluation criteria contained within the tender document) there was a breadth of evaluation scores across all 3 tenders received.
- 24 The Board raised their concern over the report of a number of recent telephone calls received by members of a specific judo club who were complaining that they had received no grading certification. On investigation, it had appeared that:
- 24.1 some individuals were not in membership of JS;
- 24.2 JS had not received any grading license and/or grading to process from this specific club.
- 24.3 Some of those contacting JS had a grade considerably in advance of the grade recorded on the JS database (the last time that JS would have received a grading from this club).
- 25 The Board took the view that the above practice could be viewed as a reputational risk by JS. The Board also noted that the income from Club Gradings assisted in off-setting the costs of equipment/equipment replacement for JS events – including the GP circuit.
- 26 The Board agreed to accept the tenders submitted by Clyde Judo Club and Aberdeen Judo Club.

Business Delivery Update

- 27 The Business Delivery Team Manager (BDTM) provided a broad update on current activity across the Business Delivery Team, including: Membership Development; People Development and; Membership Events.
- 28 In particular, he stressed the greater degree of integration across these three areas in JS delivery than previously.

Membership Category: Associate (Board Paper: 2017/4/3)

- 29 The CEO approved the introduction of an Associate membership.

Business Support

Equality

- 30 Freda McInulty (FMCI) referred to the previously circulated update paper and wished to expand on some of the contents.
- 31 FMCI informed the Board of recent collaborative work with Scottish Swimming, who had visited JS to share the benefit of their work in achieving the "Intermediate" level award previously.
- 32 JS had conducted an audit of current equality-related work and submitted this to 'Plan4Sport' for external review. Following such a review, it was envisaged that JS would have drafted a new action plan by the end of the summer.
- 33 EC reported on sportscotland's current support of equality – which was receiving significant support from the Scottish Government. The Chair also expressed his support of the work achieved to date and the area more generally.

Risk Management

- 34 The CEO referred to the previously circulated Risk Register document and provided some background to its review leading into the recent general election. This review had resulted in one significant area being reintroduced into the document (Scottish Independence Referendum) and an update for one existing area ("BREXIT").
- 35 The Chair believed that the document continued to be comprehensive in nature and thanked both the Treasurer and CEO for their ongoing work in this area. As there were no significant changes, the Chair was happy to accept the update Risk Register.

Performance Development

2019 Commonwealth Judo Tournament

- 36 It was noted that the update for this agenda item had been provided during the BJA update.

AOCB

Fighting Chance Scotland

- 37 Jim Feenan (JF) provided a brief update on the activities of Fighting Chance Scotland.
- 38 JF also informed the Board of his award of a level 5 BJA Coaching award.

Date of Next Board Meeting

- 39 The Chair confirmed that:
- 39.1 The 2017 AGM would take place on Saturday 2 September 2017 and;
- 39.2 The next scheduled meeting of the Board was due to take place on Tuesday 5 September 2017.