

JudoScotland

Board Minutes: 20 November 2012

Ref. 2012/8



JudoScotland

Notes of the Meeting of the JudoScotland Board held at the offices of JudoScotland, South Platt Hill, Ratho, Newbridge, Edinburgh, on 20 November 2012.

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

Apologies: Barry Fleeting (sportsotland)

In Attendance: Douglas Bryce (CEO);

Welcome & Apologies

1. The Chair opened the meeting and noted that apologies had been received from Barry Fleeting (sportsotland) due to illness.

Minutes of Previous Meeting

2. Were approved.

Matters Arising

3. The CEO referred to the Board Rolling Actions Sheet.

Kai Grade Resources

4. The CEO and PG outlined previous communication with regard to the previously discussed Kai Grade Resources. PG introduced the BJA 'Kano Club' concept and proposed the creation of resources aimed at Kai-grade members around this previous initiative. Potentially an additional focus on fundamental movement skills could be incorporated also. PG requested to lead on this project and the Treasurer agreed to expenditure not to exceed £7.5 K over the next three years to roll this out.

Grading Diaries

5. PG noted that two Workshops had been staged around the recently run 'Meet the Olympians' Workshop. Although recognising this, PG felt that JS should be more pro-active with the membership.
6. A number of scenarios were suggested that could further enhance the roll-out of the grading diaries. PG questioned whether all Club coaches had received the diaries. JMB reinforced that exemplars of the grading diaries had been sent to every Club Secretary. There would have been a significant financial consideration to have sent copies of the diaries to every single coach.
7. The CEO offered the view that to effectively integrate the diaries into JS operations would probably require more than a one-off series of road shows / workshops, but that we should probably look at integrating the diaries and their concepts throughout JS delivery methods in 2013 and beyond. PG wished to reinforce that the diaries worked 100% for his Club.

High Grades Working Group

8. MP reported on the first meeting of this group since he had taken over the chairmanship role from Mr Graham Holling. MP referred to the potential of a number of submissions with regards to 8th Dan candidates, whom the BJA had rejected outright. MP will request a formal written response from the BJA with regards to the rejection of these particular nominations and will circulate to the Board.

Correspondence

9. The CEO reported that there had been no items of correspondence received that required to come to the Board. The Chair noted that the only items of correspondence received related to letters of appreciation from members that had been supported to volunteer at London 2012.
10. The Chair also noted the receipt of some advertising literature pertaining to be from a generic martial arts group in connection with child protection.

CEO Update

11. The CEO referred to his previously circulated update paper.

sportscotland Corporate Governance Audit

12. The CEO reminded the Board that the scheduled governance audit was due to take place on 5, 6 & 7 December 2012. No further information had been received at this point in time, but Board involvement would be required. The CEO circulated an availability sheet for the audit dates and requested that Board members complete this prior to leaving the Board. MP asked for dates to be emailed to him to check availability.

Staff Handbook / Key Policy Documents

13. The CEO asked the Board to note the migration from a Staff Handbook to 'Key Policy Documents' following the Gravitate HR audit and the proposed implementation plan for this.

The Gathering

14. The CEO also noted the positive feedback and comments to date with regard to the initial "Gathering", staged on 17/18 November 2012 and congratulated the Education and Development Team on its delivery.

Board Meeting Dates / Business (2010/2013)

15. The Board agreed the meeting dates through to the 2013 Annual General Meeting (AGM) as:
 - a. Board Meeting: 29 January 2013;
 - b. Board Meeting: 19 February 2013;
 - c. Board Meeting: 19 March 2013;
 - d. Board Meeting: 7 May 2013;
 - e. Board Meeting: 11 June 2013;
 - f. AGM: 15 June 2013 (to be confirmed).

Third Quarter Corporate Review

16. The CEO referred to the third quarter corporate review. The Board noted the submitted report.

Constitution of Disciplinary Panels

17. The CEO referred to the previously circulated paper. The recommendations contained within the paper were approved by the Board.

Recruitment Review

18. GC spoke to the previously circulated paper. MP agreed with the report, although felt that two Board members should be on interview panels. PG referred to his experience of sportscotland institute of sport interview panels. The Board were comfortable in point 7 of the papers' recommendations whereby the Chairman should approve the composition of each interview panel.
19. The CEO reflected that the original complaint from a Board member prompting the creation of the review paper was that the recruitment process for the Education and Development Executive (Grow) post had been unfair (Minutes: 21 August 2012). The CEO noted the report observing that there was no evidence that JudoScotland had fallen short of high quality procedures as recently endorsed by the Gravitate HR external audit (May 2012).

Equity Update

20. The CEO referred to the previously circulated update paper. The Board noted the paper.
21. The CEO then circulated an equity questionnaire to the Board, highlighting that as part of the previously agreed equity action plan, the exercise required to be carried out annually. The Board completed the form and returned these in sealed envelopes to the CEO.

Club Accreditation Strategy

22. The CEO referred to the previously circulated Board paper. The Chair felt that the discussion to date had been worthwhile and viewed the proposals as positive in that overall, the proposals contained references to child protection, health and safety, good practice etc.
23. MP believed that this could be viewed as engaging in activity to gain yet another piece of paper. The Chair relayed his view that in the current climate, such a scheme could well assist Clubs in keeping themselves safe from potential harm and also sharing current, best practice in areas. MP was not against the idea, but was not sure as to the implementation.
24. The CEO referred to potentially what lay beyond Glasgow 2014 and the potential for Clubs to engage in this – or similar activity – in order to access facilities, investment / grants in the future. Some general discussion ensued around the implementation of such a pilot programme and how pilot Clubs could be best identified. The Board accepted the recommendations contained within the previously circulated Board paper and requested that an implementation plan for the pilot be brought to the Board in Q1/2012.

Grading Discounts

25. The CEO referred to the previously circulated paper. Both MP and PG expressed agreement with the paper. The Board approved the recommendations contained within the paper.

Performance Update

The National High Performance Coach (NHPC) joined the meeting.

26. The NHPC referred to a previously circulated paper around the events leading up to the Glasgow 2014 Commonwealth Games. He emphasised clear and transparent individual event selections to best prepare athletes for qualifying and gaining seeding for Glasgow 2014. Against this backdrop were the slight discrepancies in terms of ranking points in relation to the Oceania States / Continental Cup. Lessons had been learned via the BOA / Olympic reviews with regard to selection policies and athletes-coaches communication/engagement.
27. PG asked with regard to English Team selections (for Glasgow 2014) and impact on Scottish athletes' training. The NHPC highlighted that some of the 'English' players alluded to within the question were in fact eligible to compete for Scotland under the Commonwealth Games Scotland (CGS) eligibility criteria.
28. PG also asked with regard to non-Scottish athletes training at Ratho. The Chair referred to the Memorandum of Understanding (MoU) that JS had with BJA, with a focus of long-term development/stability of Ratho.
29. The NHPC highlighted a number of independent performance-related reviews both concluded and about to conclude, including: UK Sport Talent Health Check; BJA Performance Review under Clive Woodward; BOA post-Olympic review; sportscotland institute of sport review. In particular, the NHPC highlighted the completed UK Sport Talent Health Check and the potential improvement of the talent pipeline between talent development phase and the performance programme. The NHPC highlight the potential positive aspects of reviewing the current part-time staffing complement (talent development support coaches) and migrating this situation towards having two full-time national staff – but still maintaining a regionalised delivery focus. Prior to the NHPC leaving the meeting, the Chair noted his concern (from a Health and safety perspective) of the current room supplied by the Palace of Arts for Wednesday evening training.

The NHPC left the meeting.

Supported Events Strategy

30. The CEO referred to the previously circulated Board paper. Recognising the current time-constraints on the meeting, the CEO proposed to reschedule this item of business for the next Board meeting.

British Judo Association

31. The Chair gave a brief update with regards to BJA activities and in particular the changes at Board level following the BJA AGM. The Chair continued that the BJA faced a challenging future, with currently no Performance Director, a potential funding deficit and possible redundancies in the near future.
32. The Chair asked the Board to note that the BJA CEO (Scott McCarthy) had left the organisation at the end of October, with Andrew Scoular installed as the interim CEO, until such time as a recruitment process had been completed. The Chair confirmed that he had presented the outgoing BJA Chairman (Densign White) with the previously agreed gift from JudoScotland and took the opportunity of inviting him to attend the CJA Championships in 2014.

Glasgow 2014 / Glasgow 2018

Judo Team Manager

33. The CEO outlined that CGS's recent recruitment process had elicited one applicant for the Glasgow 2014 Judo Team Manager post. The one received application had been from Mr Graeme Randall. JS had been contacted as to whether Mr Randall was considered to have the correct level of technical knowledge required to fulfil this role, which had been confirmed. CGS will now meet with Mr Randall to ascertain whether he is an appropriate person to work with CGS in a multi-sport environment.

2014 Volunteering

34. The CEO reported that JS had met recently with a delegation from Glasgow 2014 Limited. This included the newly commenced Judo Competition Manager, Simone Callender.
35. The application process for volunteering opportunities with Glasgow 2014 will be commencing shortly. All sports governing bodies will be given a unique access code to distribute to its members to ensure a prioritisation of those applications. The application process will open in mid-January 2013.

AOCB

Working Groups

36. PG referred to recent email correspondence between himself and SC, which the Board had been copied into. PG wished to have a balance of opinion on the performance development group and did not believe this existed at the present time. In particular, PG believed that the proposed athlete representative was not an appropriate person to have on the group.

Date of Next Board Meeting

Tuesday 29 January 2013.

The meeting closed at 2205 hours.