

## JudoScotland Board Minutes

25 October 2022

Ref. 2022/7



### Notes of the Meeting of the JudoScotland Board held on Tuesday 25 October 2022, commencing at 1830 hours.

Present: Marc Preston (Chair); Mark Brien (MB); Sarah Clark (SC); Jodie Cox (JC); Susan Wright (SW); Graham Campbell (GM);

Apologies: James McBeath (JM); Sandy Hodge (sportscotland) (SH); Freda McNulty (FM); Gordon McCathie (GM); Euan Burton (EB)

In Attendance: Judith McCleary (JMc); Tony Penfold (TP); Colin Mciver (CM); Jim Feenan (JF); Rick Kenney (RK)

### Welcome, Apologies and Declarations of Interest

1. The Chair welcomed Board members and thanked them for attending, in particular our Vice Presidents who have joined for this meeting.
2. No declarations of interest were stated by those present.

### Leadership & Governance

#### Minutes of the Previous Meeting: 2022/6

3. The minutes were approved by SC and seconded by MB.

#### Rolling Actions Register Update

4. JMc highlighted a number of actions that have been progressed including the review of the articles which will be voted on at the upcoming AGM and the Strategic Plan creation.
5. JMc mentioned some new additions onto the Rolling Actions list are VP role descriptors, online event streaming which it is hoped to pilot at the Scottish Open in January, and the closure of the National Academy account with funds transferred into JS main account, and subsequent planning of the Charitable Arms.
6. JMc communicated that she is meeting with the CEO SGB group to look at sponsorship policies.
7. MP highlighted the immense amount of work that has been undertaken over the last few months

#### CEO Update

8. A good staff and team development day was held in Sep; profiling on strengths and how to work effectively together. It is planned to get Beth Macleod (consultant) back to work with department teams.
9. JM shared that financially JS is in a very strong position compared to budget; approximately £90k ahead of budget. A few reasons for this are the Scottish Open which wasn't run in January 2022 (cost saving), the membership having bounced back quicker than expected and other cost savings in departments.
10. JMc communicated that FM and she had met with Gordon (accountant) and were discussing the finances and trying to avoid paying significant corporation tax. JMc mentioned that they had talked about the minibus which will need replaced at some point and whether they could put money into reserves.
11. JMc highlighted the sportscotland investment meeting which is scheduled to take place on Monday 31<sup>st</sup> October with the strategic plan and investment request already having been submitted already. SC asked about the process and timelines; JMc confirmed that the presentation will take place on Monday with investment request split across three areas- Effective Organisation, Development and Performance and that final investment will be confirmed in February 2023. SC asked for views in terms of judo not being in the Commonwealth Games. JMc responded that performance will be the tougher area to pitch however the ask is around greater international exposure for judoka which is very much needed.
12. JF asked if JudoScotland will get another meeting opportunity if there is anything they want re-presented. JMc said that this is the main meeting but she would expect there will be areas where further info is requested.
13. MP communicated that it has been agreed that should he not be appointed as Chair on Saturday, it had been agreed that he would present at the meeting with Johnny invited in an observer capacity. JMc reiterated that this had been minuted at a previous Board meeting.
14. JMc shared that EB has not submitted a performance paper due to annual leave but wanted to share that there is disappointment across the team that judo has not been selected for the 2026 Commonwealth Games. JMc shared that

Commonwealth Games Scotland has reached out to offer support to stay involved as much as possible and there will be a review meeting mid-November to which JMc and EB will be attending. As part of the preparations for this, JMc shared that performance athletes have been contacted and asked to provide feedback on the 2022 Commonwealth Games selection policies and procedures as well as performance environments overall and people's thoughts on the best training models. There has been a great response to date with 15 survey completions and 6 x 1:1 meeting requests; this will help us collectively to understand our athletes needs and wants.

15. RK communicated that it is the intention of the Commonwealth Judo Association to host annual events in the lead up to 2030 to give judo a greater Commonwealth presence and to increase the profile to support judo inclusion in 2030. RK highlighted that it was most likely to be Canada hosting, with Hamilton having expressed particular interest.

#### **Safeguarding & Welfare Update**

16. JMc advised that following up from previous meeting, there is an active case with Colin Aitken liaising with the panel of three people to determine if a hearing is required.
17. JMc communicated that safeguarding is an area that is under resourced with Colin's time being taken up on case management and training provision only.

#### **AGM Update**

18. MP talked about the Chair candidate online session – there were 9 people in attendance with excellent questions. MP said that we will do this more often and that it should be implemented for Director positions as well, MP thanked JMc for facilitating the session.
19. MP highlighted that voting results for the AGM will not be available on Friday and that when reviewing the articles, it had become apparent that voting should also be able to take place at the AGM itself. SC said she thought there had been voting on the day and GC responded that it has only been for auditors. MP highlighted that Jodie Cox will be available on the day with an independent staff member from **sportscotland** to count any votes submitted on the day. JMc said she doesn't envisage many votes on the day but it will be facilitated and the online report will show which clubs have voted. GC asked how we will manage any members who turn up on the day and say they are representing a specific club. MP said that this area will be investigated to ensure this is clear ahead of the day. GC said that JS could email all eligible clubs again to inform them that secretaries are the only person who can vote on the day unless a proxy is named in advance.
20. MP reminded the Board that the annual report will be visual and asked for guidance as to whether questions should be taken throughout each agenda point or at the end. GC suggested that there is a time set aside for the annual report. As GC can't be in attendance, he will prepare a statement for MP to read. MP highlighted that as he is a Chair candidate, somebody else should announce the results; JMc said she was happy to do that.
21. In terms of the revised articles, MP asked everyone to familiarise themselves with the proposed changes as this is the area where there are likely to be any questions. JF asked if the articles are approved as a bulk or with specific resolutions. JMc clarified that the amendments are in totality. GC suggested that if people have any issues to be raised on the articles, we state that we will take the feedback and review it. JMc highlighted that these articles are critical to good governance within the Board. A discussion took place regarding procedures if the articles don't get the 75% required approval; it was agreed that the Board would need to re-congregate very quickly and conduct a wider consultation and Extraordinary Meeting.
22. RK asked what venue will be used for the AGM. JMc clarified that it is the end room which has good sound systems in place.

#### **Disciplinary Policy**

23. JMc provided context to the disciplinary policy review; KPMG advised that the policy sits separately from our articles so the section within the articles has been omitted in the revised set. Rather than a copy & paste, a whole review has taken place. JC reiterated that it is a good idea to have the policy sit separately to enable changes to be made at Board meetings as required.
24. MP asked JC for clarity on page 5 in terms of the timescales. A lengthy discussion took place with a request to JC to insert a table with the timelines clearly outlined to make it easier for the reader.
25. SC asked for clarity on page 3 around the CEO and who would ask the CEO to investigate. JMc confirmed that Colin Aitken would normally act as the Disciplinary Secretary. GC said that historically the Chair has taken responsibility to appoint a panel who are often independent of the organisation. JC said that it doesn't really matter if it is the Chair or CEO and a discussion followed in which it was agreed to keep the CEO. JF asked for consideration of change in language around 'determined to investigate'; JC agreed to revise and update.
26. SC asked about the sanction of financial penalty and whether it was something JS wants to include. JMc said that if it isn't included, it can't be used but sometimes there could be expenses incurred with panels. JC highlighted that some other NGBs charge a fee to appeal that is refunded if the appeal is successful. She also highlighted that a financial penalty might be suitable for equipment or facility damage.
27. RK asked if this policy will be available on website; JMc said that it is planned and will be actioned.

- 28. MP asked for the Board's approval of the policy with the small amendments as discussed; unanimous agreement was received from the Board.
- 29. MP thanked JC for her time on the review and the value that she has contributed to the Board with this piece of work.

#### **Strategic Plan 2023-2027, Resource & Budget**

- 30. JMc highlighted that the aim has been to create a simple and easy to read plan, aligned to BJA with consultation views integrated to make it JS specific. Feedback received was to provide more bespoke club support, more of a development focus, more support for parents and greater youth involvement.
- 31. JMc shared information on the investment request to **sportscotland**; our current annual funding is £471,150 and the requested investment per year is £562,720 which is an uplift of around £90k/year.
- 32. In terms of Effective Organisation, we have been receiving £141,800 from **sportscotland** per year and are requesting £191,600. The additionality is an increase in safeguarding & wellbeing staff resource, a request for a Digital Comms Officer to support enhanced profiling of the sport plus £5,000 per year to support online event streaming and £5,000 per year to support digitalisation resource to improve digital records, gradings facilities and IT functions.
- 33. In terms of Development, £130,600 is the current investment per year and a request of £162,000 has been made with additionality of a PT Disability post, a Programme Officer and £5,000 per year for young leader development.
- 34. In terms of Performance, we have previously been receiving £198,750 and have asked for £209,120 per year. Whilst the staffing cost is reduced, JS has asked for £20k/year more in programme to support greater international exposure, particularly for juniors.
- 35. JMc highlighted the overall ask of £2,250,880 over 4 years with our total spend budgeted at £4,392,756. **sportscotland** don't like to fund more than 60% of any total organisational spend and JMc stated that she feels JS has about the right level of request.
- 36. MP said that he thinks JMc and team have done a terrific job to put it together.

#### **Business Delivery Update**

- 37. TP highlighted the wider recognition of the Player Development Framework with JS being asked to present the framework to the Heads of Development sports meeting in two weeks' time. MP asked TP to pass on the Board's congratulations to the rest of the team on the great work.
- 38. TP shared that the Judo Inclusion group has restarted and met face to face with Scottish Disability Sport recently; it was the first time that JS has been able to provide some actual data; 2.6% of JS membership has identified themselves as having a disability and 5 to 8% in schools. It provides a baseline and benchmarks for JS for the future and great to have the group working together.
- 39. The Gathering has gained brilliant support from the judo community with 183 people attending which is considerably more than before. MP asked to pass on the Board's recognition to Paul and those involved in putting it together. RK said it is first class to have got Masashi Ebinuma as the key speaker.
- 40. TP highlighted that Scottish Championship figures are up on last year but still not as high as they were pre-covid. Cadet entries are up, A band is considerably down. SW said it isn't a surprise as this group missed two years of competition and will likely be a continuing trend. TP said that this is being felt across other sports as well.
- 41. TP shared that Jo Imrie and he had both been at BJA Events Strategy group and it was really good to be working together with another meeting scheduled for January 2023.
- 42. RK shared some stats from the National Gradings at the weekend; there were 96 people in total with 36 Masters and 60 U30 years Kyu and Dan grades. There were 20 females, a couple of Ukrainian players and 13 players who got their 1st Dan (7 on the day and 6 by accumulation of points. RK said that mixing in the Masters was really good and is the way forward. Having 4 mats made it a real event – there was lots of space and it was a really successful grading with the format.
- 43. MP asked about the status of clubs in terms of the 13 clubs who haven't reaffiliated. TP responded that he only knows of 4 clubs that have actually disbanded whereas there are others who have let their club lapse.

#### **Business Support Update**

- 44. MP highlighted 7456 members which he never thought we'd have that at this point and asked to pass on thanks to FM.
- 45. JMc noted that Andy Malone has resigned (finishing end October) and since the paper was written, Colin Woods has also handed in his notice as of end December due to other commitments. Gary Edwards is looking at the Talent Development Coach model and whether a pool of coaches might be more suitable; recruitment will follow soon.

SC asked what happened last Oct with the social media trends being very high then; JMc to ask Rosanna Wood.

#### **Performance Update**

46. MP asked for any Qs to be directed to EB

#### **Talent Development Update**

47. MP asked for any Qs to be directed to GE

#### **Any Other Competent Business**

48. GC raised that BJA are looking at supporting staff with cost of living and suggested it is something we should maybe look at as a one-off payment. JMc highlighted that the salary banding review has been delayed until post AGM and with the uplift payment from **sportscotland**, it should be considered whether we want to use some budget this side of the year. JMc said she would look at this and come back to GC and MP.
49. JMc also highlighted that she'd called Chris Murphy to inform him that JS were donating £500 towards his costs of training and competition, with his selection for the Oceanic Games and shared his delight and thanks to JS.
50. MP asked the Board to consider a Lifetime Membership Award for Robert Sneddon; this was unanimously agreed, and JMc said the team would issue a certificate and letter. MP highlighted that it in the intention to get an Awards group together in the near future to consider members worthy of nomination for Lifetime memberships and other relevant awards.
51. MP said it is potentially his last meeting and highlighted that it has been a privilege and an honour to be on the Board and that he has really enjoyed it. SC reiterated that there be change and we see new faces for the best within the sport. MB said he's learnt lots of interesting things and enjoyed it too.

#### **Date of Next Meeting**

52. 6<sup>th</sup> December

Close of meeting - the Chair closed the meeting and thanked everyone for attending.