

JudoScotland Board Minutes

25 March

Ref. 2025/2



Notes of the Meeting of the JudoScotland Board held on Tuesday 25 March 2025, commencing at 1830 hours.

Present: Mark Brien (MB); Jodie Cox (JC); Anthony Daye (AD); David Gibson (DG); Lynne Glen (LG); Sandy Hodge (SH); Jason Moore (JM); Marc Preston (Chair);

Apologies: Sarah Birrell (SB); Gordon McCathie (GM); Colin McIver (CM); Susan Wright (SW);

In Attendance: Euan Burton (EB); Graham Campbell (GC); Jim Feenan (JF); Rick Kenney (RK); Judith McCleary (JMc); Freda McNulty (FM); Tony Penfold (TP);

Welcome, Apologies and Declarations of Interest

1. The Chair welcomed everyone to the meeting and noted apologies received from the SB, GM, CM, and SW. The Chair extended a special welcome to all Honorary Officers.
2. The previous Board minutes were approved by MB and seconded by LG.
3. The Chair advised that the meeting would be recorded for minute taking purposes only.
4. Actions from February meeting have been completed with the exception of the following:-
 - (a) Transgender Policy – on Agenda
 - (b) Scottish Judo Trust bank account – we are currently working with Bank of Scotland to complete
 - (c) Business Proposals – this has been temporarily placed on hold due to redraft of 2025 Budget.

Performance

Commonwealth Games 2026 – Proposal to CGS

5. EB presented the Proposal that was made to CGS and advised on the request for fourteen places; athlete numbers have not yet been confirmed.

Commonwealth Games 2026 - Selection Policy

6. JMc advised that the Board are being asked to approve the JS Selection Policy – this is the minimum standards that would be asked of athletes. A JS Selection Panel would be required to be convened, the Panel would then advise CGS of athlete nominations. In the event of an Appeal – this is included within the Policy and again a JS Appeals Panel would be required to be convened.
7. JMc asked that a Selection Panel be prepared in advance due to the tight timeframe between the end of qualification period and nomination deadline. The Panel should consist of a JS Board member, two members of Performance staff and JS CEO.
8. JMc advised that on Board approval of the Policy, this would then be ratified by CGS. The qualification period will open on 1st May 2025 and close on 31st May 2026 and we would hope that the Policy will be made public from early April 2025.
9. EB highlighted the differences from the 2022 Policy; primarily, qualification is no longer based on a points matrix but instead with a stronger focus on results level and a number of factors for consideration as outlined.
10. RK asked if the athletes would be aware of their progress. JMc responded that we were currently working with Scottish Sports Association to develop a link on the JS website which would reflect an up to date list of athletes that had met the minimum nomination standards.
11. The Chair asked the Board for approval – unanimously approved.

EB Left meeting.

Commonwealth Games 2026 – CGS Director Vacancy

12. JMc highlighted the CGS Director Vacancy and asked the Board to consider any nominations through JS prior to election at the CGS AGM in June. JMc asked the Board for approval to follow up on the discussions already undertaken with interested parties. The Board were in agreement.

Performance Update Paper

13. The Chair referred to the previously circulated paper and asked for any questions to EB direct.

Talent Development Update Paper

14. The Chair referred to the previously circulated paper. JC asked for clarity on the statistics to which JMc agreed to return the feedback to staff.

Performance Pathway - Review

15. JMc highlighted that JS were finalising an agreement with sportscotland to move the Performance Programme in-house to JS.
16. RK asked for clarity in the budgetary implications. JMc responded that we were continuing to work with sportscotland to finalise the details including staffing and programme investment.
17. SH asked for clarity on challenges that were raised at previous meeting. JMc added that although final details are still in progress, this would give JS an opportunity to align performance throughout the organisation as well as a greater alignment with British Judo.
18. The Chair highlighted that the project was underway and it was an ideal opportunity to re-evaluate the pathway.

Leadership & Governance

Rolling Actions Register Update

19. JMc confirmed that most items were in progress or are included in the Agenda.
20. JMc highlighted a stronger focus on collaborative work across the Home Nations with a combined CRM placing high on the Agenda with a scoping exercise already underway.
21. DG asked for clarity on sharing the Mon Grade products, JMc confirmed that samples have arrived but are not as expected and we have returned to existing and new suppliers for redesign.
22. JMc detailed work undertaken with Three Steps Safe and the expectations of a club, to which the Chair advised that this would be returned to a future meeting to discuss in full.

Operational Plan 2025-6

23. JMc referred to the previously circulated document and opened to questions or feedback.
24. JF asked if Safer Falling Project could be added under Positive Contribution to Scottish Society heading. JMc added that the 2025-6 Plan was currently in progress in alignment with strategic objectives and investment outcomes.
25. AD asked for clarity on timeframes and in particular membership targets and asked for this to be added to the Board Agenda to enable us to focus solely on membership. The Chair was in full agreement.

CEO Report including Safeguarding & Welfare

26. JMc highlighted the key legislative changes as at 1st April to the PVG process. In particular those who are in regulated work in a position of influence and therefore Board Directors will now be required to hold a PVG.
27. JMc advised that Luke Struthers has been working to support clubs with providing training sessions, updating policies etc. It is anticipated that this will have a significant impact on workload across the organisation.
28. JMc wished to highlight that across the Home Nations there is an agreement that a member must take out a membership in the country that they reside, if they then move to another Home Nation, it is up to the member if they then wish to continue their membership within their original home nation or the nation in which they now reside. This statement has now been added to the membership page on the JS website.
29. JMc advised the Board on discussions that are underway with British Judo and the Insurers on clarity of what is covered within the member premium and from what point is the member covered.
30. JF asked if it is necessary for members under Safer Falling to undertake a full membership on completion of the provisional. JMc replied that yes or they would no longer be covered. JMc added that FM and TP had commenced a review of membership categories within JS and were also involved in a home nations group.
31. DG asked for clarity on timeframes for PVG non-compliance to which JMc confirmed that there was a three month grace period.
32. JMc requested that all Directors action the link that will be circulated in relation to new legislation for Directors ID Verification.

Risk Register

33. JMc advised that a first draft of the updated Risk Register was now included in the shared file. A summary document will be presented at Board on a regular basis with the key risks highlighted for discussion. This would be supported through the work at Audit & Risk Working Group.

- 34. AD commented that the Risk Register would be streamlined and in-line with the investment targets.
- 35. SH asked how we can ensure that the Risk Register becomes a meaningful document. AD replied that by streamlining and consistently and Agenda item, then it will be easier to review on an ongoing basis.
- 36. AD confirmed that an updated Risk Register will return to the next Board meeting.

Policies – Social Media Policy

- 37. The Chair referred to the previously circulated Policy and asked for approval – the Policy was unanimously approved.

Policies – Transgender in Competition Policy

- 38. The Chair referred to the previously circulated Policy and highlighted that we were asking the Board for an agreement in principal for the Policy before requesting legal advice from Harper MacLeod,
- 39. FM informed the Board of the origins of the Policy and highlighted changing the title to a Transgender in Competitions Policy. FM is working alongside BJA with a live case involving a JS member, which only strengthens the need for JS to have a Policy in place. FM advised that she has attended sportscotland workshops including a legal workshop with Harper MacLeod. FM also confirmed that JS events are licensed by British Judo which offers a further layer of protection but having no policy places JS in a vulnerable position.
- 40. LG wished to share that the Policy has been in draft format for a considerable length of time and would like to recognise the work done to now be in a position to approve the Policy. LG highlighted that the Policy re-enforces safety, fairness and inclusion throughout.
- 41. RK highlighted the question surrounding National Grading to which DG asked if the title should be changed to Competitive Judo rather than Competition. DG asked if Point 12 should remain - FM advised that she would revisit the Policy and return to BJA for clarification.
- 42. JMc confirmed that the next stage is to support member clubs with club guidance.
- 43. SH confirmed that he was comfortable with the Policy but was difficult to gauge against as policies across Governing Bodies are individual.
- 44. The Board agreed the Policy in Principal and FM would seek further legal advice from Harper MacLeod.

Finances: Year-end accounts to 31st December 2024

- 45. AD confirmed that several meetings had taken place with both the staff team and with Framework. The surplus is higher than anticipated, but there will be budget implications for 2025 which is already reflecting a deficit. A redraft of the 2025 budget will return to the next Board meeting. The narrative to sportscotland will be challenging but the accounts should be looked at across a greater timeframe and not solely in isolation.
- 46. JMc added that the 2025 Budget was already displaying a deficit and therefore with the work already undertaken and committed to, this would be increased in the draft brought to Board.
- 47. SH confirmed that the narrative needs to be clear to membership and sportscotland.
- 48. AD wished to thank FM and JMc for the work undertaken in finalising the accounts.

Board Portfolios

- 49. SH highlighted that he would share a consolidation document prior to the next session but asked that all Board members forward any feedback.
- 50. JMc would confirm dates for an online meeting after the Easter break at the earliest opportunity.

Business Support

Business Support Update Paper

- 51. FM referred to the previously circulated update paper and highlighted the work the team have already undertaken in tackling the high number of lapsed members but are acutely aware there is still considerable effort required in this area.
- 52. FM advised that the partnership with Enable Works and sportscotland to fund a Modern Apprentice for a period of eighteen months is now underway, with Emma McNulty joining the Business Support Team from 31st March 2025. This will increase capacity to concentrate on lapsed members and any potential impact resulting in the change to PVG legislation.
- 53. FM highlighted that Club Affiliation for 2025-2026 closes on 31st March with a number of clubs still awaiting renewal. DG asked if JS would process a grading from a club that had not yet submitted their affiliation paper. FM replied that we

have refused, however we work with the club to ensure that they have started the process in order that the member isn't penalised. JC asked for clarity on why clubs don't submit their affiliation to which FM responded that it was difficult to gauge but administration for clubs is not always high on the priority list. FM confirmed that clubs are required to complete a form on BJA website and not through the JS system which can be time consuming.

54. FM confirmed that JS has now been assigned Chris Gibbons as our Moving to Inclusion mentor which aligns with British Judo which again allows for consistency across the Home Nations. FM will forward the link to all Board members for the Moving to Inclusion Framework website.
55. The Chair asked the Board to approve the following club, however the document hadn't been included in the share file:-
(a) Pro Judo Gorbals
56. FM confirmed the details to allow the Board to approve the new venue – Approved unanimously.

Business Delivery

Business Delivery Update Paper

57. TP referred to the previously circulated update paper and updated the Board on the PVG legislation changes and highlighted the additional training that staff have undertaken to enable them to support clubs. Luke is also working on a dedicated webpage to support clubs with access to training and further information.
58. TP confirmed that the second cohort of Senpai programme had completed the interview stage and were now in place.
59. The Chair asked for clarity on female engagement and was there capacity for us to add providing JS with membership data was included in the investment criteria. JMc added that Laura Kirkhouse is now working with the clubs to obtain the data to analyse the impact.
60. LG asked if we were involving the Senpai Programme in the decision making process such as grading resources. TP responded that yes it is in the plan going forward.

Next Meeting Dates

61. The Chair wished to pass on the his thanks to the Honorary Officers for attending this evening. He also wished to extend his thanks to the Board on the high level of professionalism that was displayed during a very challenging topic.
62. The Chair confirmed the next meeting dates as follows – 27th May, 19th August, 28th October and 9th December.
63. The Chair thanked the Board for their time and closed the meeting.

Meeting Date	Action	Responsible
25 th March 2025	Risk Register Summary	AD/JMc
25 th March 2025	Transgender in Competition Policy to be forwarded to Harper MacLeod	FM
25 th March 2025	Redraft 2025 Budget	FM/JMc
25 th March 2025	Circulate Board Portfolios online session dates	JMc
25 th March 2025	Forward New Club Applications to BJA and update Just Go	FM