

# **sportscotland**

## **Council Meeting**

Minutes of the Council Board Meeting held at Inverclyde on Wednesday 26 June 2019 at 09:00am.

### **Present**

#### **Members**

Mr M Young, Chair  
Mr D Cameron  
Mr C Grant  
Mr S Lindsay  
Prof C Mahoney  
Mr M Munro  
Mrs S Sandilands  
Mr G Walker  
Mrs F Wood  
Ms K U'ren

### **In Attendance**

#### **Council Officers**

Mr S Harris, Chief Executive  
Mr M Whittingham  
Mr F Dunlop  
Mr N Cobb  
Mr B Fleeting  
Mr S Roberts  
Mr J Lunn  
Mrs J Lynn  
Mr D Williamson  
Mrs M Borland  
Miss L Cook

### **Scottish Government**

Mr A Sinclair

### **Guest presenters – for item 13 only**

Ms J Deacons, Community Activation Manager, Active Stirling  
Ms B Wood, Recovery Development Officer, Forth Valley Recovery Community

## Welcome

The Chair welcomed everyone to the meeting. He commented on the very enjoyable and informative strategic discussion held the evening before. This had focused on the opportunities and challenges facing Scotland's Local Authorities, with a focus on North Ayrshire Council.

## Business

### 1 Apologies for Absence

- *Apologies were noted from Ms Bain, Mr Cameron, Mr Grant and Professor Mahoney (for the 25 June Strategic Discussion) and from Ms Campbell and Ms Bain (for the 26 June Board meeting).*

### 2 Declarations of Interest

- *Mr Walker declared an interest in item 13.*

### 3 Introductory Comments from the Chair

The Chair introduced the new Board members, Mr Munro and Mr Lindsay to the Board.

The Chair updated that he will be attending the UK Sport Board meeting on Thursday 27 June and explained Governance issues between UK Sport and DCMS as there is no Northern Irish or Welsh representation. The representation issue had also impacted on the Scottish position with UK Sport which has a three year term whereas the Chair of **sportscotland** has a four year term. After much discussion with DCMS this has now been resolved and the appointment is extended to 31 May 2020.

### 4 Minutes of Meeting held on 24 April 2019

- *The minutes of the Board meeting held on 24 April 2019 were approved as a true and accurate record pending an amendment to item 10.*

### 5 Matters Arising

Strategic discussion on transgender inclusion still to be scheduled for a future meeting.

Mr Harris updated that himself and Mr Cobb met with Health Finance and subsequently a resolution has been reached with the £3.4 million underpin being guaranteed unless the National Lottery's budget increases, which now allows for resources to be allocated. Mr Harris thanked Mr Sinclair, Ms Robinson and Mr Cobb for their support. The Chair congratulated Mr Cobb and Mr Harris on attaining a resolution.

### 6 Executive Management Report

Mr Harris reported on the recent Active Scotland Delivery Group meeting and repeated his view that the success of the group will be dependant on collaboration between each of the five key bodies who are members of the group and strong leadership from the Minister as Chair. Mr Harris was given the opportunity to brief the group on Sport for Life and requested an opportunity to meet individually with each of the organisations in the near future, in order to develop collaboration plans further.

Mr Harris reported that Camelot's National Lottery licence is due to cease in 2022. This position could make budget volatility even worse than the current situation should Camelot consider not applying for the new licence. Mr Cobb provided an overview of the Lottery income projections, with there being no sign of change and projections appearing closer to the lowest projection. The Board asked the question if it would be possible for a non-profit organisation to win the lottery license. Mr Harris reported that given the scale of the National Lottery operation it was unlikely that a non-profit organisation would have the capacity to deliver. However, they would be eligible.

Mr Harris updated on the ongoing investigation by Crown Counsel on the Chalamain Gap avalanches in 2013. It is over six years since the incident, and we are awaiting the final decision and advice from the Procurator Fiscal and Crown Counsel. It has been indicated that this decision will be made in the next month. Mr Harris assured the Board that the team at Glenmore Lodge have made significant changes to operations and there remains strong commitment to the Scottish Avalanche Information Service and avalanche education.

Mr Harris noted the fantastic feedback being received following the Sport for Life regional networking events, with almost 1000 attendees and expressed thanks to all the team.

Mr Harris noted the scheduled 2020 Board meeting dates and asked all members to please save the dates.

Mr Harris updated that work has begun to resurrect the Scottish Sport Hall of Fame with Louise Martin continuing to Chair the new panel. There are plans to combine any induction with the Sunday Mail/ **sportscotland** Scottish Sports Awards in December 2019.

➤ *The Board noted the Executive Management Report.*

## For Discussion

### 7 **sportscotland Business Plan 2019 – 2021 Update**

Mr Harris introduced the paper and gave an overview of connections to Sport For Life and reiterated the core purpose of the new Business Plan in terms of organisational effectiveness and efficiency. The key shift would be through "adding value" to the work of partners and to continue to look at the impact of **sportscotland** staff as a strong measure of effectiveness. Mrs Borland then presented some progress information on how the organisation would work and changes being considered to the Business Plan. The Board acknowledged the positive progress being made and asked if currently there are any skills missing or training required, Mr Harris believes we currently have a wide range of skills which can be redeployed where required and then any gaps can be analysed and filled.

The Board asked the question if there will be a new Ministerial Guidance letter issued and Mr Harris informed them that on current information it was unlikely that another Ministerial Guidance letter would be issued. This was supported by Mr Sinclair.

The Board were pleased with the clear Business Plan connections to the strategy and the KPIs which are being considered. Mrs Borland added that telling the story with impact will require qualitative information alongside quantitative data.

The Board were impressed by the amount of thought changing paradigms but asked how the people centred focus is being maintained through staff involvement in the process. Mr Harris has tasked a Leadership group with ensuring that this has been the case at all stages and for the plan to be effective then staff need to be clear about their role and empowered to deliver. Mrs Borland added that there is a need to look at internal communications.

The Chair thanked Mr Harris and Mrs Borland; for the update presentation. Now that the National Lottery underpin was agreed a final Business Plan will be presented to the Board in August.

- *The Board are supportive of the Business Plan progress and connection to the Corporate Strategy.*

## **8 Corporate Plan and Business Plan 2018 – 19 Q4 Report**

Mr Dunlop introduced the final quarter report and explained that any outstanding actions will be transferred into the new Business Plan. It was also explained that the budget variations at the end of the year were not as a result of underspend but delays to the progress of mainly capital projects. The ability for **sportscotland** to carry over National Lottery budgets was reiterated

There was quite a wide-ranging discussion on information contained in the report and it was explained that as part of the new process the reporting system would be looked at.

The Board enquired about any developments on the Tennis fund, Mr Harris responded that it is still challenging; a number of appropriate sites have been identified but the creation of a sustainable financial model to support such a large facility long term remains an issue.

There were questions on the rag status of item 7 and the potential impact of the actions being delayed on health and safety. Mr Dunlop responded that the work being done on a Dilapidations Report was now complete and the work underway where possible and plans in place to schedule the remainder. A new Operations Manager has also been appointed and is visiting each site. The Board also queried the ICT structure underspend, Mr Cobb noted this was due to the ICT team negotiating contracts in order to save money.

The Board also queried the Ministerial priority to deliver the 2 hours/2periods of Physical Education in Scottish Schools and questioned if this responsibility should lie with **sportscotland**. Mr Harris agreed that the responsibility lies with the Education sector but there was a clear expectation for **sportscotland** to “add value” to how Physical Education is delivered

- *The Board noted the Corporate Plan and Business Plan 2018 – 19 Q4 Report.*

## **9 Contribution to the Active Scotland Outcomes Framework (ASOF)**

Mr Williamson introduced the paper and will circulate a more detailed version of the report.

The Board asked if this information would be circulated to SGBs and if they would have an opportunity to tailor the report to meet their needs, Mr Williamson responded that this could be possible.

The Board also queried how frequently this report is generated, Mr Williamson’s team is currently looking at the methodology to gain the best results but estimates annually for clubs and possibly less frequent for schools due to varying restrictions across LAs.

- *The Board noted the Contribution to the Active Scotland Outcomes Framework (ASOF).*

## **10 Safeguarding and Protecting Children in Sports and Protecting Vulnerable Groups Scheme (PVG)**

Mr Lunn introduced the paper as an update to the paper submitted to Board in October 2017 advising of the new Standards for Child Wellbeing and Protection in Sport and gave an overview of the changes.

There was a discussion about the compliance levels of SGBs and Mr Lunn reinforced the points that all SGBs are mapping over their actions from the old system and reminded Board members that SGBs are required to be 100% compliant by the end of the financial year.

The Board also asked if there were any measures in place to assure that these practices are adopted in clubs, Mr Lunn noted that we are not at this level yet.

- *The Board noted the Safeguarding and protecting children in sports and Protecting Vulnerable Groups Scheme (PVG).*

## **11 Scottish Governing Bodies (SGB's) Annual Audit Report 2018 – 19**

Mr Lunn introduced the paper which outlined the outcomes from a range of SGBs who had undergone development audits. These have been carried out by KPMG LLP and the report is in draft format and is still to be finalised.

The Board were given an oversight of the outcomes of the various audits and members can see where the strengths and areas for development lie within each SGB. The work is about to be retendered and the content will be reviewed as a matter of course.

- *The Board noted the Scottish Governing Bodies Annual Audit Report 2018 – 19, the Chair emphasised that the report is still in draft format and should be treated confidentially.*

## **For Decision**

## **12 Equality Mainstreaming and Outcome Progress Report**

Mr Harris introduced the report which the Board had requested a further discussion about, and Mrs Borland highlighted the updates since the draft report was presented at the April Board meeting.

The Board queried if the report focused too much on inputs and outputs rather than achieving outcomes, Mrs Borland agreed to look at the content of future reports.

The Board commented that this should be a living and dynamic document, used to ensure staff are empowered and feel included. The Board agreed that this would make an interesting future agenda item for a Strategic discussion.

The Board questioned if the gender pay figures are actively communicated to staff members, Mrs Borland noted that currently they are listed on our website but will discuss communicating this with the Head of HR.

- *The Board approved the Equality Mainstreaming and Outcome progress report.*

## For Discussion

### 13 Changing Lives Through Sport and Physical Activity

Mrs Lynn introduced the programme, updated on the progress made to date and introduced Ms Deacons and Ms Wood who provided an overview of a project that had received investment. The Chair thanked Ms Deacons and Ms Wood for an inspiring presentation which brought to life the power of sport.

The Board queried if other organisations in other Local Authorities have similar initiatives, Ms Wood is aware of the walking network being emulated elsewhere but isn't sure if there's anything as unique as the work of the Forth Valley Recovery Community. Ms Deacons added that they are willing to share their learning with any interested parties.

The Board congratulated Ms Deacons and Ms Wood on these positive projects and asked what impact is placed on partnership and what their long term plan is. The partnership between Active Stirling and Forth Valley Recovery Community are very strong and there are connections with Community Sports Hubs. It will be important to ensure resources are available to upskill staff.

The Board queried what barriers have been encountered, Ms Deacons answered that equipment can be a barrier as the more active people become the more they need, this has been combatted by trialling an equipment bank as well as providing community support to educate people on budgeting and assisting them finding cheaper solutions, i.e. eBay, gumtree.

The Chair thanked Ms Deacons and Ms Wood for their encouraging and insightful presentation and wished them the best of luck for the future.

➤ *The Board noted the progress made on the Changing Lives Through Sport and Physical Activity project.*

## For Information

### 14 Communications update

Noted and taken as read.

### 15 Any Other Business

None

### 16 Date of Next Meeting: 27/28 August 2019, Inverclyde National Centre.

There being no further business, the Chairman closed the meeting and thanked everyone for attending.

## ACTIONS

| Agenda Item | Responsible Officer | Planned Action                            | Actions Taken                      |
|-------------|---------------------|---|------------------------------------|
| 9           | Mr Williamson       | Circulate detailed version of ASOF report | Paper circulated to Board members. |