



**DRAFT - Précis and action points from the Scottish Student Sport Executive Council**  
**Meeting held on Friday 24<sup>th</sup> November 2023**  
**Online – Zoom**  
**Meeting 10:30 – 14:30**

**Present**

**In attendance**

Andy Gilvary	(AG) (Departed 12:00)
Anna Wallace	(AW) (Departed 12:00)
Chris Sellar	(CS)
Eamonn Laird	(EL)
Ian Gaunt	(IG)
Jonny Pearson	(JP)
Julia Stenhouse	(JS)
Molly McHugh	(MM)
Stew Fowlie	(SF)

**Apologies**

Alison Craig	(AG)
Cathy Gallagher	(CG)
Katherine Corbett	(KC)
Murray Bushell	(MB)
Peter Sawkins	(PS)
Ross Simpson	(RS)

**1. Welcome, intro and scene setting**

JP opened the meeting, thanking everyone for their attendance. SSS Exec members present gave short introductions.

**Homologation**

**1. Apologies for absence**

- Apologies were received from AC, CG, KC, MB, PS, RS

**2. Conflicts of interest**

- No conflicts of interest were noted.

**3. Minutes of last meeting(s) & matters arising**

- The minutes from the previous meeting in April 2023 were accepted as a true and accurate reflection.

**4. Volunteer agreements reminder**

- Reminder for all Executive Committee members to complete the Volunteer Agreement sent via email.

**2. Context**

**1. Exec Perspectives - Top level updates around the table**

IG – New 3G pitch opened which is more sustainable and looking to replace the hockey pitch in future. Discussion around procurement procedures. Raised question regarding eligibility of students at satellite campuses and sportsmanship within BUCS competitions.

CS – Discussed sports & wellbeing strategy at HW. Challenges with utilities bills with significant facility overspend. Oriam membership is up 10% and upwards on student memberships, increases due to a change to direct debit membership. 6-month delay on 10-month project with tennis centre with construction to be completed next week. However, tennis staff have delivered to over 1500 children from Schools in local area. Also increase in Oriam memberships within international student population.

MM – Membership has slowed down at approx. down 100 members on last year. Project Fair Play (Glasgow Rape Crisis) looking to offer bystander training free to all clubs. Sabb forum creating a cost-of-living survey to go out to network in near future.

EL – Have seen reduction in international student recruitment, but looking as an increase in second semester. GBV modules will be available for training for students when matriculation.

SF – Few changes to the team, trying to deliver full calendar of activity and ensuring Active Campus programme is moving on well, with recent Residential at Inverclyde. Events delivery has been full-on this semester with shout-out to Chris Purdie for his hard work. Looking forward to Sophie Charlton joining the competitions team. CS offered support in helping embed in the new starts at SSS, with discussions regarding potential special projects bid for a staff roadshow engagement project.

### 3. Strong Organisation

- Finance
  - Headline Net Profit Forecast (NPF)

SF presented the Headline Net Profit Forecast with general comments on tracking a deficit (approx. -£8000) against the budget. Comments on tracking behind due to membership, predicting return of BASS investment to **sportscotland**, as well as predictions in reductions in some event entries such as Golf.

- Sponsorship Activity Plan

JS presented an overview of a 23-24 Commercial Plan. She hopes to have a final draft complete for next Executive Council Meeting.

- Audit & Risk meeting report

SF – Two main risks identified grant funding uncertainty and variable capacity for students to continuing to consume activity. A&R is performing well and have good volunteers within the committee.

### 4. Partner Updates

#### 1. BUCS

AG gave update as per BUCS paper

- Mentioned as additional comments that Jo Coates working on 5 keys themes at the moment;
  - Strategy and turning this into an Operational Plan.
  - Digital, looking at how to improve communication surrounding BUCS TV
  - Commercial, as Jo has experience in organisational story telling of organisation
  - Full review of Governance
  - People
- CS asked question on whether there was training associated with the Rugby Behaviour Charter. AG mentioned that this is in process.

- SF raised a question around timing for conversation on BUCS budgeting process for 24-25, and looking for longer-term view on how we will work together within extended or revised partnership agreement. AG pledged to raise this matter with the interim CEO on SSS' behalf.

## 2. SFC

AW gave update

- Jacqui Brasted has moved into Acting Director role but nothing has changed within the student interest, access & pathway team
- Outcome managers having been currently working with Scottish Institutions to agree on 24-25 targets
- Up to flat cash is what could be offered for 24-25
- Looking at how SFC can work closer with sportscotland in support of Winning Students and SSS
- Budgets & saving targets released, with DFM stated shows an intended budget savings from SFC of £102 million

Questions:

- SF asked how we can help support outcome managers in their conversations with institutions. AW mentioned that external speakers are always welcome in these environments.
  - SF & JP to look at how we can become involved in these conversations, to ensure that active health and physical activity are heard in these conversations
  - AW stated that everything possible is being done to ensure that student engagement is not affected.
- CS asked what the key driver is for how funding is attributed from the SFC?
  - AW mentioned she couldn't say that there is a single key driver, but main focus is to look to ensure excellent institutions

## 3. Sportscotland

SF provided update:

- AC is on AL but has provided a written update.
- 12-month tracker is due soon
- Due to Active Campus programme, SSS is getting more exposure at Board level, and prompting more discussion on how **sportscotland** interacts with tertiary education sector. SF states this as being a potential opportunity for SSS & networks to reimagine the partnerships.
- AW has tee-d up group conversation with SSS, **sportscotland** & SFC
- SF to speak to Forbes Dunlop to look how to create a more structured relationship between SSS and **sportscotland** on future tertiary education strategic plans.

## 5. SSS Exec Projects 23-24

### 1. Governance Structure

SF led a re-cap on the structure and hopes to commit to a timeline for this project, and potentially organise a GM (in the spring) in advance of the '24 AGM. Due to pressures on SSS staff haven't yet been able to meet to discuss Comps & Dev within the Governance Structure. CS asked whether the MOU between SSS & institutions are up in the new year and how this would fit with the new structure?

EL – Competitions’ decision making is yet to be confirmed within the new structure. Comps Committee meeting next week will look at how comps committee runs just now, and also map out how comps decisions would run if the current committee wouldn’t run (in new structure), and also how these decisions would be made within lower hierarchy groups (e.g., sports chairs & National Squad decisions). Also, important to consider the impact on these groups with changes higher up the structure.

CS looking at how we can test run the new governance structure. Looking for a project management plan, which includes a phased approach. SF to identify to constituent parts that need done. February meeting keen to get overview from CS, updates from dev & comps and a wider overview to see that it all fits together.

## **2. Business Continuity**

SF looking to create a working group from Exec to undertake the stress test project. JP mentioned company ran a business continuity session on cyber security at Edinburgh College and offered their support. IG will lead on the working group. Looking to report back to the A&R meeting in April. JP suggested a good place to start is identifying situations where there is a with single point of failure.

Suggestions: COVID / Concrete / Loss of Income/ Cyber Attack/ Long Term staff absence

## **3. Advocacy & Influencing**

SF made the group aware that SSS is much more visible now and at more ‘tables’ than it has ever been. SF looking for working stream from Exec to look at the advocacy work which would lead back to the Directors Forum, so we have a more structured approach to these partner meetings in coming months. CS suggested a rating exercise against organisations that we wish to partner with in the mapping exercise previously undertaken, and also looking at how we can influence through a common language. SF suggest we link into Directors Forum to decide the route for advocacy work with partners. JP suggested that we could use this work to help shape SFC regional outcome agreement targets. Directors to get together at festive gathering for next steps.

## **6. AOCB**

Actions from previous meeting were talked through and outstanding actions discussed.

IG shared the sad news that Alison White (formerly of R&A) has passed away. Alison made a huge contribution to student golf both personally and professionally. Her passing is a huge loss to the sport.

EL shared question from Paul McPate regarding accessibility of Exec Minutes. Future meetings notes to be published within ten days of the meeting.

CS working with DYW to put on a careers event in Feb with 300 attendees and keen to have SSS involved. Trying to share sport & leisure as a viable career option, and reason for attending college or University. Looking to reach out to Jo Foster.

Meeting closed at 14:07

**Meeting Actions:**

<b>Raise following Qs with BUCS</b> <ul style="list-style-type: none"> <li>Review of students from satellite campuses eligibility / sportsmanship</li> <li>Timeline for BUCS budgeting process for 24-25 and beyond – with particular focus on SSS~BUCS partnership agreement</li> </ul>	AG & SF
Create a timeline for Governance Re-Structure project	CS
Scale up Governance Restructure Proposal from now 'til February	CS, SF, EL, KC, JP
Investigate on how to become involved in SFC Outcome Manager conversations, to ensure that active health and physical activity are considered	SF & JP
IG to create working group for Business Continuity Stress-Test Project. Work with JS / MM and have feedback for A&R meeting in April.	IG, JS & MM
Meet in Jan to discuss Advocacy plan and to report back for Feb Meeting	MM, JP & SF
IG to host May Meeting	IG
Ensure Exec minutes added to the website.	JS

**Outstanding Actions:**

	Initials
Revisit and refine process for nominating Hon Life VPs.	SF
Group to continue to consider structure and consider which other networks should our framework interact with? Suggest a column for linked networks to be added in to the 'Matrix July'	CS
Committee to also consider additional seats on Exec as appropriate (i.e. to fill gaps in skill, sex or representation)	JP & SF
Before next Exec Committee, smaller groups to meet to work through several examples of key decisions and how these would be made in the new governance structure. Groups to include Competitions meeting (CP,JB, EL, CS) Development meeting (EP, Dev Chair, etc).	CS
SSS is interested to hear from members who are interested to take part in Brit activities in 2024	ALL

**Closed Actions:**

Institutions to pass on opportunities for student volunteers to help lead the BUCS Creator Nation TikTok project.	ALL
Host sought for May meeting of Exec	ALL