



Bowls Scotland

National Centre for Bowling Northfield, Hunters Avenue, Ayr, KA8 9AL

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Bowls Scotland Board Meeting

Wednesday 10th March 2021, 1730 hrs

Zoom Meeting

Present:

Sue Beatt - Chair (SB), Alan McMillan – CEO (AM), David Scouller (DC), George McCartney (GM) Kim McAully (KM) Fiona Lilley(FL) Andrew Upton (AU) Sarah Pryde-Smith (SPS) Tom Hamilton (TH) Arlene Ewing (AE) John Anderson (JA) Margaret Halliday (MH) Ron McArthur (RM) Claire Johnston (CJ)

1. **Apologies:** Marella O’Neil (MO)
2. **Chairs Opening Remarks-** SB provided an update announcing the resignation of James Law (JL). JL wished everyone all the best and SB sent best wishes on behalf of the board back to JL. AM to send JL the resignation paperwork.

SB also notified the board that Cheryl Gibson will not be returning to Bowls Scotland after maternity leave. SB explained Cheryl has been with Bowls Scotland since 2010 and would like to thank Cheryl for all her hard work with everyone wishing her and her family best wishes for the future.

SB and KM attended a zoom meeting as part of Cyber Week. From this meeting, it was highlighted some of the key areas Bowls Scotland should be doing to keep safety at a high. SB suggested this will need to be looked at in the future.

3. **Declarations of Interest** – There were no declarations of interest.
4. **Approval of Previous Minutes** – AM informed the board that the World Bowls Championships will now happen every two years. Atlantic Championships been cancelled. World Bowls Championships has also been cancelled for 2022. BIBC Meeting will be taking place on Saturday 13th March. Board minutes unanimously approved by board.
5. **Proposals**

5.1 HP Superbowl Spend Approval

AM explained point 5.1 and 5.2 on the agenda have already been completed electronically. The proposal is for the board to approve on the spend for the Superbowl. SB asked for the board to approve the kit expenditure. AM explained that the kit was for the para bowlers

and top up kit for the other HP squad. It was noted by KM, this will come out of the HP budget. The board unanimously approved the kit expenditure.

5.2 HP Selection Policies

AM explained the selection policy has been done electronically due to time constraints from Commonwealth Scotland. AM explained the selection policy will be outlined to players to allow players to identify which level and standard they need to be at to be considered for selection. The board unanimously approved on the selection policy.

5.3 2021 Bowls Scotland Competitions

Claire Johnston (CJ) provided an overview of the competition's proposal. CJ explained to the board, the Bowls Scotland C&E team have been scenario planning along with discussions with the C&E volunteer group, national development officers and the district coordinator mentors to received feedback. CJ provided an overview of each competition and a recommendations from the C&E group: It was approved unanimously by the Board that all current National competitions be cancelled for 2021 due to the uncertainty of restrictions and the cost burden for cancelling at a latter date.

5.4 Risk Policy Framework

DS explained to the board the risk policy document from 2018 was dated and therefore DS and KM have updated the previous document. DS has asked for the board approval on the new updated risk policy. DS confirmed the document will be viewable from the website. AM suggested the governance group look at the document quarterly and asked if this document has any benefit from being on the website. Board members discuss the option to introduce a members/clubs only section to the website, further details on this to be confirmed. The board unanimously approved the risk policy document.

6. Discussion Points

6.1 Capitation Update

SPS provided an overview from the weekly performance report, detailing the capitation figures are:

- Approximately 760 clubs which equates to 46,000 members
- 40 associations and 20 affiliates
- Around 200 clubs have used the new online member system (CRM)
- The performance report compares this year with 2020 to highlight competition entries and to identify if clubs have seen a decline or increase in membership numbers.
- 80 clubs still to return the capitation paperwork. NDOs are following up with these clubs to identify If they will affiliate with Bowls Scotland this year or not.

6.2 COVID Update

SPS explained the COVID guidance is complete however the Bowls Scotland staff are waiting for the First Ministers announcement on 16th March for more clarity before publishing this to the members/clubs. SPS also explained Bowls Scotland (BS) have had COVID review sessions which saw 100 clubs attend via zoom. SPS explained these sessions have provided a lot of feedback and reassurance on what Bowls Scotland will be required to provide clubs with. BS have also run two facilities sessions to help clubs prepare for getting back onto the green. SPS confirmed these sessions also had around

100 clubs attending. SPS explained COVID officers are mandatory for all clubs to have therefore this is a big project BS are focusing on.

6.3 sportscotland Investment

FL provided an update, confirming everything is progressing with investment from **sportscotland**. FL explained the budget from the Government was the same as previous years therefore **sportscotland** are able to provide governing bodies with the same level of funding as previous. COVID fund is still available however, FL provide advice stating unless really necessary then BS should not apply. FL confirmed the investment will be 2 6 months payments rather than 1 lump sum payment.

6.4 Cyber Security

KM discussed the basics from the Cyber Security meeting. KM highlighted the CRM system being used by BS must make sure the security of payments and protocols are compliant. KM explained BS must focus on the question if something goes wrong then who we call. Key points of interest were:

- Reputational risk
- What can we not survive without?
- What do we need to make sure we have the correct processes in place to recover from?
- Communication plan in place for if we ever had a data or security breach

SB suggested forming a group to look further into cyber security.

6.5 EWiB Survey Results- International Women's Day

AM discussed the survey results, highlighting:

- Perceived as a male dominated sport (14%)
- 45% of respondents said their current perception was that bowls is played by older generation or retired people
- 13% believed bowls was a sociable sport

Key recommendations from the survey:

- Identify female role models to help promote the sport
- Deliver a marketing campaign aimed at specific female demographics
- Conduct further research on how to engage females
- Identify partner organisations and/or other SGB's to share learning on engaging female participation
- Conduct a further Empowering Women in Bowls survey aimed at obtaining views of females who are currently participating in bowls
- Focus on what clubs can do to help increase female participation. AM explained this could include, making it easier for them to join, building relationships and creating a welcoming environment. AM thanked SPS and **sportscotland** for their work on the survey. AM also thanked AE and SB for their participation in the International Women's Day video.

Presidents leave the meeting

6.6 Finance Meeting

KM explained that due to many variables at this time and the uncertainty of the outcome from capitation, KM felt there was no reason to put out a projection for this month. KM

explained for the meeting in April the finances will be looked at in more detail. KM explained:

- Competition money will be saved due to BIBC/BIWBC being cancelled
- Using underspend from other areas to help in the areas where there is overspend
- KM still concerns for 2022 budget

AM highlighted the importance of the decision on what BS do with competition and capitation income this year. KM suggested offering the competition funds back to clubs as competitions are cancelled. The board unanimously agree the funds from the National Championships is returned to clubs. The board also unanimously agreed BS keep the capitation money to support and inform members throughout the year.

FL confirmed Bowls Scotland are scheduled for an KPMG enhanced audit in 2021 but FL has managed to push this into 2022.

6.7 Articles

AM wanted to update the board that work has started on this. AM explained there will be a meeting on the 17th March to look further into the articles.

6.8 Partnerships

AM gave an overview of the current negotiations with each partner.

6.9 Staff Update

AM, TH and SPS had interviews for the Marketing Officer role. AM confirmed he is delighted to offer the position to Ashleen Cousins, who accepted. AM explained BS will be applying to **sportscotland** for secondment support to help with the Empowering Women in Bowls campaign, take on the finance aspects and the capitation review. AM explained this is currently in draft.

6.10 Recent Social Media Posts

TH showed and discussed inappropriate social media post made by a former international U-25 and senior player. Board agreed to have a discussion with the individual about the inappropriate post with regards to behaviour. It was agreed by board members for social media etiquette training should be provided to High performance players and pathway players for future.

7. Information- Papers

7.1. No questions were asked and all papers were accepted by the Board.

8. AOCB

SB asked for approval and support from the Board for her nomination for the position of Director on the Board of Commonwealth Games Scotland. The board unanimously approved.

SB will circulate a Board Skills matrix to be completed to identify skills that are missing within the Board and to deliver the current strategy.

AM has asked board members to be on standby the week commencing the 15th March with regards to the outcome from the First Ministers speech concerning the roadmap out of lockdown.

The meeting finished at 2020