

Bowls Scotland Board Meeting

Wednesday 8th December 2021, 5.30pm

Zoom Meeting

Present:

Sue Beatt - Chair (SB), David Scouller (DC), Kim McAully (KM) Fiona Lilley (FL) Andrew Upton (AU) Sarah Pryde-Smith (SPS) Craig Bolan (CB) Tom Hamilton (TH) Arlene Ewing (AE) Michael Cavanagh (MC) Margaret Halliday (MH) Ron McArthur (RM) Marella O'Neil (MO) John Anderson (JA)

1. Apologies: Alan McMillan – CEO (AM), George McCartney (GM). The board unanimously approved the absence of GM.
2. Chairs Opening Remarks- SB welcomed all to the meeting. SB welcomed and introduced MC to the meeting as the newly appointed Board member. MC gave a brief update on his background in sport.
3. Declarations of Interest- MC outlined his role within sportscotland and his position in decision making. MC would declare an interest as and when required. There were no declarations of interest.
4. Approval of Previous Minutes- Previous minutes unanimously approved by board.
5. Discussion
 - 5.1. AGM Review – SB invited feedback from the group, overall, everyone was pleased with the process, delivery, and outcomes. Everyone noted disappointment at the lack of clubs engaged – how to we address this? Something to consider for next year. RM asked about the Q&A process. SPS outlined any answered questions were visible to everyone unless answered LIVE. General view to perhaps alternate face to face and virtual AGMs. SB thanked the staff for all their hard work around the AGM.
 - 5.2. sportscotland strategic discussions – SPS updated on the strategic meeting with sportscotland. Main discussion points were around High Performance – underspend for 2021/22 and an update on the coaching position. In addition, SPS and AM presented a proposal for an additional funding year on year to support a new Finance post. This is an area of risk for the business with only one person (P/T) covering this area of work. FL outlined the process, with decisions made in February. MC outlined he is part of the panel process and declared an interest in Bowls/removed himself from these discussions.
 - 5.3. Equality Action Plan 2021-2023 – SPS provided a progress update, key focus on launching an Empowering Women in Bowls working group via an open and transparent recruitment process. This will go LIVE mid-January, with a view to have the operational group in place for the start of March 2022.
6. Proposal

6.1 Business Plan – Quarter One Update – SPS provided a brief update on the Business Plan. No questions asked. (KA raised a point about the club conference – SPS to update)

6.2 Risk Register / Assessment – SB highlighted access to Cyber Security training for Board and Staff via the SSA. Some Board members already have access to this as part of their day job. SPS to arrange a date for this and circulate a diary invite (Board members can decline if not appropriate).

6.3 World Bowls Capitation Approval – SB highlighted that the £19,600 requires approval by the Board – unanimously approved. Discussion around what we receive for this amount of funding and how the capitation is calculated.

6.4

Presidents and Vice Presidents left the meeting. SB thanked the Presidents and Vice Presidents for their support over the last year and wished them a Merry Christmas.

7. Discussion

7.1 HP presentation – CB presented on the current coaching position, events for 2022, BIBC discussions, Commonwealth Games team selection and UKAD – Clean Sport strategy.

7.2 UK Bowls Meeting – CB updated on the meeting that took place on the 24th of November. The Board also discussed the amount of inaccurate information circulating regarding this. It was agreed that communication should be circulated to staff, DCs, and coaches to update on the current position that there has been no formal proposals or consultation, and this is still a discussion point. The BI Championships was not part of the discussion on the 24th. Action – SPS to liaise with DW.

7.3 Board and Staff Away Days – SPS updated that a schedule for the sessions would be sent out with the intention to still meet face to face, restrictions permitting. SPS and AM will reassess in the new year.

7.4 Staffing update – SPS updated that Kelly Anderson had been appointed as Administrative Officer after a successful recruitment process. Kelly starts on 13th December and the Board congratulated Kelly on her appointment

7.5 Skills Matrix – SPS updated on the overlay of the board of directors' graphs along with the staff which highlights a number of areas which we are low on. Further analysis is required as well as planning for the loss of skills when TM and SB leave at the end of 2022. AM to discuss further with SB.

7.6 Proposed Board dates for 2022 – Proposed dates will be circulated to the board for completion by 7th January.

8. Proposal:

8.1 Finance Report - KM provided a brief update on the paper that was circulated. Board approved the updated budget. The board was asked whether it would like to continue to have

the detailed minutes/actions of the Finance Group meetings to be included in the board papers or if the board would like a summary of the main points of the meetings to be included in the Finance Report with any significant issues being highlighted in the report. Board agreed to the summary points being included in the finance report.

9. AOCB – NONE

The meeting finished at 7.50pm