

Bowls Scotland Board Meeting

Wednesday 21 June 2023, 5.30pm

Zoom Meeting

Present:

Andrew Upton (AU), David Scouller – Interim Chair (DS), Gavin Smith (GS) Michael Cavanagh (MC), Arlene Ewing (AE), Rudi Urbach (RU)

In Attendance:

Alan McMillan-CEO (AM), Sarah Pryde-Smith-Business Operations Manager (SPS), Bowls Scotland President Ron McArthur (RMc)

1. **Apologies:** Lindsay McKenzie-Partnership Manager, **sportscotland** (LMc), Bowls Scotland President Marella O'Neill
2. **Chairs Opening Remarks:** DS welcomed everyone to the meeting and wished RMc all the very best on his recovery to good health.
3. **Declarations of Interest:** No declaration of interest
4. **Approval of Previous Minutes:** Proposed by AU, Seconded by GS
5. **Information / Discussion**
 - 5.1. Strategy update – AM presented a high-level overview of the next 12 years. RU & GS provided feedback on language in some areas but overall Board happy with progress.
 - 5.2. KPMG Audit final report – SPS confirmed we have received the finalised KPMG report as part of our enhanced development audit. An overall rating of 'satisfactory with comments' has been awarded which reflects the risk profile of the 11 findings in the report. The audit report recommendations should help us to further strengthen the overall governance within the organisation. An action plan will be developed to implement the recommendations.
 - 5.3. Capitation final figures – SPS confirmed the final membership figures for 2022-2023 are 816 clubs with 50,012 members – stabilising and showing a small growth of 317 registered playing members (0.6% ^) This is the first time since 2007 that the membership has increased in numbers.
 - 5.4. Business Plan – AM provided an overview of the Q3 business plan update. GS suggested adding priorities to the 2023-2024 Annual Business Plan to better reflect progress.
 - 5.5. Staffing Update – SPS provided an update on staffing
 - 5.6. Risk Assessment – AM to send GS Risk Assessment for review.

RM asked about funding for the Champions of Champion and why it wasn't taken from the High Performance budget. There was a discussion to confirm that this event was and has never been deemed a High Performance event and therefore no **sportscotland** budget could be allocated.

RM left the meeting.

6. Proposal

- 6.1. Credit Card Policy – Approved with minor amends from GS.
- 6.2. Finance Report – AM provided an overview of the current budget. Board approved financial report.
- 6.3. Credit Card Usage update –
- 6.4. Board Governance Review – DS provided an overview on a governance review to be undertaken in the coming months. A focus group will be formed with representatives from **sportscotland** and the Chair, CEO and BOM. The review will focus on leadership, board roles and delegated authority.
- 6.5. Board recruitment – AM updated on Finance Director recruitment – closing date end of June. The Board unanimously agreed to offer the position of Chair to Kim Walker. AU outlined that both appointed and co-opted Directors are ratification at this year's AGM. SPS will co-ordinate this.
- 6.6. Directors' Events Commitment – AM requested board members confirm Nationals attendance.

7. AOCB

- 7.1. RU provided an update on Safeguarding and requested this become a standing agenda item at board meetings. Board unanimously agreed.
- 7.2. AM outlined contents of the recent World Bowls newsletter. The reference to the World Bowls increase in membership by 10% was discussed. This would equate to an annual increase of £2.6k for Bowls Scotland. Unlike our own articles there is no requirement to obtain approval from the members for any increase. There was also discussion around the proposal of a World Premier League sent out by World Bowls. Minimum expected entry fee for this event was £40k. This excluded travel, accommodation and on costs. The Board agreed that this was a progressive idea, but unrealistic for Bowls Scotland and it's worth would be negligible. The Bowls Scotland position will be emphasised to the CEO of World Bowls at a meeting during his trip to the UK in July.

The meeting closed at 7.15pm