



Précis and action points from the Executive Council meeting held on Friday 27th August 2010 at Dundee University.

Present

Filippo Antoniazzi (FA) chair
 Ross Campbell (RC)
 Julie Falls (JF)
 Leo Howes (LH)
 Hazel Ednie (HE)
 Eric Rowbothan (ER)
 Catriona McAlister (CM)
 Julie Ommer (JO)
 Jamie MacDonald (JM)

Apologies

Brian Lister (BL)
 Ross Sanders (RSan)
 Charley Hannam (CH)
 Lorna Callan(LC)
 Brian Ewing (BE)

In Attendance

Stew Fowlie (SF)
 Jacqui Stone (JS)
 Jenni Lloyd (JL)
 Ross Simpson (RS)
 Fiona Mathie (FM)

WELCOME INTRO AND SCENE SETTING

1. FA welcomed all and thanks to Dundee for hosting event.
2. FA explained volunteer agreements to be signed by all and returned asap.

ACTION

ALL

HOMOLOGATION

3. *Conflicts of interest*: none
4. *Notes from Exec meeting 14-05-10*: were reviewed and approved as an accurate record
5. *Matters arising*: FA went through actions from previous meeting - all have been dealt/currently being dealt with.
6. *Correspondence / Representation: SUS (EX) m26-1*: Most of the points are on the agenda. FA discussed the positive meeting with Scottish Government, Sportscotland and Colleges. Great opportunity for SUS to contribute to Sports Scotland strategic plan.

EXEC MATTERS

Action Plan 2010/11

7. Exec discussed objectives in the action plan and allocated responsibilities to various individuals and groups.

ALL

HR Verbal Update from JO

8. Several meetings linking finance with potential HR models
9. Different models are being analysed by JS and SF including strengths and weaknesses of each to advise which is the best to move SUS forward
10. Next meeting end of September
11. Options will be discussed at December Seminar and the next Exec meeting

JS SF

12. FA explained that at least £220,000 is needed for SUS to achieve gold package.

Equality Standard: Verbal Update

13. JS submitted progress report, targets mostly completed, work needs to be done with auditing and marketing
14. New committee has to take part in equity training at next meeting ALL

SUS Risk Strategy

15. CM & JS will revamp the risk strategy, most are generic risks, SUS structure is being reviewed in order to decrease risks JS CM
16. It will be updated for next Exec

Finance

End of Year Financial Update: SUS(EX)m26~3

17. JS updated the Exec of current position for financial year 2009/10.
18. Confirmed once book keeper has end of year process completed on SAGE
19. FA confirmed SUS is £15,000 better off than planned.
20. JS income target reached and some area surpassed, including RS who passed target on kit sales. Expenditure came in lower than first thought however some money has to be carried forward into next years budget.
21. Gill Roberts to complete external audit - ALL agreed ALL

Financial Year 2010/11

22. The budget needed to be revisited due to more accurate data regarding year end and colleges.
23. College income to increase to £22,750 as SFC has reduced amount given to support colleges and will not donate in 2011. This increase in college fees is supported by all colleges.
24. Colleges in the North difficult to come on board, offer to produce package for UHI fees to increase participation.
25. JS to report at every meeting ongoing budget, revised budget and against original budget agreed at AGM. JS
26. JS to break budget down and phased on a monthly basis - email out to Exec monthly. JS

Financial Consultant: Verbal Update

27. JS advertised position, only one official application, person not experienced enough, position remains unfilled.
28. SF suggested perhaps could contact SCVO

Sponsorship

29. JS updated Exec on Service Level Agreement with LLM. £15,000 for three year sponsorship. JS to keep Exec updated on progress. JS
30. Same deal as last year with Coke for Powerade - there is hope to build on it in future years.

31. Kurki deal also signed - waiting on shop to open in Edinburgh University. Kurki giving £5,000 towards playing kit orders. New lines developed for Rep and Exec members.
32. RC suggested whether to charge for playing kit. This will be referred to the Competitions Committee.
33. JS is seeking out further sponsorship deals

JS

Advocacy Action Plan

34. JS updated the members on the plan so far, draft plan finished and given Exec's approval to be carried out
35. CM commented on the need to continuously work with new partners and increase contacts perhaps for SUS to present lunches to increase support and interest from a political level.

Relationship with BUCS: Verbal Update

36. FA informed the group of the current signed agreement with BUCS
37. RC asked about the Home Nations. SF confirmed it would be at Heriot Watt & Edinburgh in 2012.

SCS Update: Verbal Update

38. JL updated the Exec on getting colleges involved with supporting SCS to help develop the programme.
39. Sporting Calendar has increased for colleges for basketball and football leagues, hoping to increase to more sports in future once current sports are fully developed.
40. Currently looking for college SDC for Football already have one in place for Basketball.
41. A lengthy discussion was held about SUS becoming Scottish Student Sports with the conclusion that it may naturally progress to this in the future.

Engine Room Updates - Reports for info/action

Competitions: SUS(EX)m26~6

42. RC directed everyone to the comps paper.
43. Sports programme is currently being developed with 3 year calendar, going to focus development of fixtures and programmes and met with SF and RC to discuss this, Comps Committee has split to sub-committees to work on 4 different areas. Some Universities are starting to appoint staff to work on fixtures rather than Sports Presidents.
44. RS informed committee main aim for this season to ensure that all games get played on the dates set.

Physical Activity: SUS(EX)m25~7

45. JF directed everyone to the SUSPAC paper.
46. The Active Age Festival was a success at Strathclyde with good positive feedback.
47. They aim to reissue Good Practice Guides and revamp the Newsletter.

Professional Development: SUS(EX)m26~11

48. CM informed Exec that meeting was to be held the following Tuesday 31st August 2010.
49. FM gave some brief feedback about the conference which proved a great success.

AOB

50. JS updated the group on the work Sarah Michael has done at SUS with Stat Sheets on the Sector, plan to give to each University for their own statistics which can be compared with the Sectors stats.
51. JS informed the group on the Members Consultation which she will circulate in a few weeks, not all data has been received but interesting views and comments from members.

JS

Dates of Next Meetings

- 12th November - Heriot-Watt
11th February - Glasgow
8th April - RGU
20th May - Stirling

Actions List (SUS Executive meeting of 27th August 2010)

Action Plan Responsibilities – various see plan	ALL
Developing plan for SUS moving forwards	JS/SF
Equity training	ALL
Revamp risk register	JS/CM
Complete End of Year Finances	JS
Breakdown budget on monthly basis and send to Exec	JS
Try to find a financial consultant	JS
Keep exec informed about sponsorship deal	JS
Consider selling playing kit	RC & Comps
Actions from advocacy plan to be carried out	ALL
Further work with Colleges	JL
Work out in-kind costs for facilities, staff time, HR, IT, meetings etc	JS
Note dates of future meetings	ALL