



Précis and action points from the Executive Council meeting held on Friday 4<sup>th</sup> February 2011 at Glasgow University.

*Present*

Filippo Antoniazzi (FA) chair  
Ross Campbell (RC)  
Julie Falls (JF)  
Leo Howes (LH)  
Catriona McAlister (CM)  
Julie Ommer (JO)  
Brian Ewing (BE)  
Charley Hannam (CH)  
Jamie MacDonald (JM)

*Apologies*

Ross Sanders (RS)

*In Attendance*

Stew Fowlie (SF)  
Jacqui Stone (JS)  
Jenni Lloyd (JL)  
Fiona Mathie (FM)  
Lorna Callan(LC)  
Graeme Randall (GR)  
Karen Rothery (KR) (BUCS)

WELCOME INTRO AND SCENE SETTING

1. FA welcomed all to the meeting and introduced Graeme Randall who is taking over as Partnership Manager from Lorna Callan at Sportscotland.

HOMOLOGATION

2. *Conflicts of interest*: none
3. *Notes from Exec meeting 12-11-10*: were reviewed and 2 changes were noted.
4. *Matters arising*: FA went through actions from previous meeting - all have been dealt with or are currently being dealt with.
5. *Correspondence / Representation: SUS (EX) m28-1*: FA mentioned that an HR Oversight Group meeting had taken place. Updates were also offered about a number of events.

EXEC MATTERS

Action Plan 2010/11

HR Project: SUS(Ex) m28~2

8. The paper was presented and information outlined about the process of consultation. The AU Forum on 14<sup>th</sup> Feb will allow Presidents to further discuss Project 2011.
9. Aim of today's meeting for good discussion to gain consensus from Exec then go on to recommend to membership for debate on 21<sup>st</sup> Feb.
10. JS went through the options with pros and cons and finance. Exec were then asked to consider a fall back option if there was no consensus from the membership.

**ACTION**

11. It was highlighted that it is a major risk to rely on sponsorship. The deficit is concern as model would wipe out reserves in 3 years.
12. Funding from SFC was discussed and whether they could be persuaded to fund further this year. This was very doubtful.
13. Discussion was had with regards to colleges and how they would feel about the structure. Finance is the main concern.
14. Concern was expressed that there is an increase in membership fees and sports events but decrease in expenditure in the sports programme and whether this would result in a poorer sports programme and competition. It was outlined that there will be a better service delivered with more input from the sports programme manager, investment from external partners and better sponsorship. It was highlighted that new structure is all about improving sport.
15. The focus is on the forthcoming year at the moment but plans will be made for 2012/13/14 once decisions are made to current proposals
16. A couple of costed fall back options were outlined and stimulated some thoughts from members of the Exec.
17. It was queried whether SUS had considered moving its HR outwith the sector and although this option had been considered it was felt that the benefit of being linked with a University far outweighed potential savings.
18. Paperwork would be produced to go out to membership ahead of the meeting on the 21<sup>st</sup> February in the hope that any big concerns may be highlighted before entering the meeting.
19. It would be fully debated on the 21<sup>st</sup> and asked if the general consensus that everyone committed to Scottish Student Sport if it is affordable.

JS, FA, SF, JO,  
CM, BE

#### Membership Contributions; SUS(Ex)m28~3

20. BE gave an overview of the process to date and circulated papers based around a current proposed model.
21. It was noted that there are some significant increases however it was felt that the system was a better measure of the service offered by SUS. The system would also bring all members in line, colleges included.
22. It was felt that it was an appropriate time to change with SUS structure changing.
23. Concern was expressed with colleges facing additional increases and discussions with those involved would need to take place.
24. The model is more realistic and rates will increase anyway for all members, but need to be mindful not to put too much strain on colleges.
25. There was general agreement with model but felt a need to speak to partners before presenting figures on the 21<sup>st</sup> Feb. FA agreed to talk to Universities, Colleges and full consultation will take place before final agreement.

FA, JL

FA

#### Equality Standard SUS(Ex)m28~4

26. SUS have now gained foundation level Equity. It is hoped to carry on progress to preliminary level. This requires an action plan to address under representation, achieve number of processes which start



delivering positive outcomes. Sportscotland encouraged working towards next level. All agreed JS to prepare summary for a future Exec Meeting.

JS

**SUS Risk Strategy (Verbal update)**

27. JS updated group on Risk Strategy and that not a lot has changed since last meeting, biggest risks are cash flow management, finance, operational reserves, reliance of key staff, and funding with Sportscotland.

**Finance**

**6 Month Financials: SUS(EX)m28~5**

28. JS went through 6 month financials: additional income received from colleges and sponsorship, expenditure has additional admin costs.

29. Forecast for current year is deficit of £12,300 assuming LLM deal is not completed.

30. Kit would be looked at and decisions made as to whether rep teams would be charged for their strips.

RC, SF

31. CM congratulated to all involved in sorting budget.

32. Discussion was had about debtors and when Presidents and Directors should be involved. A process is being drawn up in this regard.

JS

33. A paper to be agreed on chasing debt. RC to pick this up as Comps chair in consultation with the Exec Officer.

RC, JS

**Auditors Recommendation: SUS(Ex)m28~6**

34. JS explained all the recommendations made by auditors.

35. Exec asked to sanction JS & FA making decisions regarding a tiered approach to deposit holding and this was agreed

JS, FA

36. An outline was then put forward about the situation for the sports budget.

37. More communication would occur between sports & SPM about finance. On a monthly basis sports specific report to be produced by JS.

38. Discussion centred around monies held by sports outwith SUS' control. It was agreed to try and move as many sports as possible to be held centrally. SF to work with sports to achieve this.

39. It was agreed that a policy and procedures were needed with regards to sports budgets and how money held on behalf was dealt with. SF asked to produce recommendations for next Exec meeting.

SF

**Sponsorship**

40. JS updated Exec on progress with LLM. It was agreed that if money was not forthcoming the agreement would be terminated and SUS was already looking for other sponsorship opportunities particularly in light of conference.

JS

**Advocacy Action Plan**

41. JS updated the members on the plan which is being worked through by the marketing committee. Political Champion will wait till after election. JS also added that Mark Beaumont has been asked to be



media champion, waiting on response. JS and GReilly to draft up role profile.

JS, GReilly

#### **BUCS: SUS(Ex)28~8**

42. KR offered an update on behalf of BUCS.
43. It was asked whether BUCS advisory group would accept the SUS CEO into group next year: as long as it is a Senior Manager and Student Representative SUS can decide.
44. KR outlined a BUCS new fixtures and results system being launched and being tested from April to June to being officially launched at the start of the new season. The relationship with Fixtures Live was over. All presidents are requested to attend training on it. An app is being developed to sit along side this.
45. KR also explained that BUCS was changing staffing hours and providing more telephone access to increase customer service.

#### **SCS Update: SUS(EX)m27~8**

46. JL directed Exec to SCS paper and explained that a coach and manager had been appointed in the SCS Football team.

#### **Engine Room Updates - Reports for info/action**

##### **Competitions: SUS(EX)m26~9**

47. RC directed everyone to the comps paper.
48. LH asked whether there was a Rep programme from basketball and hockey: there was for basketball but not hockey this year.

##### **Physical Activity: Verbal Update**

49. JS updated on that there had been no SUSPAC meeting but the SUS Challenge was planned to be launched at conference.

##### **Professional Development: SUS(EX)m26~11**

50. CM directed everyone to PDC paper.
51. CM updated group on conference costs and that attendees were going to be charged cost incurred by SUS and St Andrews charge a per delegate fee. It was explained that SUS would cover speaker costs etc. All agreed to go with current prices.

JS, CM

#### **AOB**

52. JL wanted to highlight the need to speak to College Principals and Scottish Funding Council regarding Project 2011
53. JS gave updates re SUCSES

JL, SF, JS, FA

#### **Dates of Next Meetings**

- 8<sup>th</sup> April at RGU



**Actions List (SUS Executive meeting of 4<sup>th</sup> February 2011)**

Project 2011 Group to meet and prepare to email members before EGM re any questions.	FA, CM, SF, JS, JO, BE
Meetings with colleges regarding new SUS Structure	FA, JL
Relevant meetings / discussions about member fees before 21 <sup>st</sup> Feb	FA
Equality schedule for next stage to be prepared.	JS
Discussion regarding Rep Kit charges to Squads.	RC, SF
Procedure for chasing debt	JS, RC
Decision regarding tiered deposit accounts	JS, FA
Recommendations to be drawn up regarding sports budgets	SF
Further negotiation with sponsors	JS
Role profile to be drawn up regarding media champion	JS, Greilly
Conference costs to be confirmed with St Andrews	JS, CM
Further discussion with College Principals & SFC	JL, SF, JS, FA