

Précis and action points from the **Executive Council** meeting held on Thursday 6th August 2009 at Glasgow University.

Present

Filippo Antoniazzi (FA) Chair
Stephen Flahavan (SFL)
Laura Hayward (LH)
Catriona McAllister (CM)
Jackie Davidson (JD)
Julie Falls (JF)
Ross Campbell (RC)
Julie Ommer (JO)

Apologies for Absence

Stephen Stewart (SS)

In attendance

Stew Fowlie (SF)
Shona Roche (SR)
Ross Simpson (RS)
Lorna Callan (LC)
Karen Rothery (KR)

WELCOME, INTRODUCTIONS AND SCENE SETTING

1. FA welcomed everybody and thanked Glasgow University for hosting the meeting, and he also thanked KR for coming.
2. FA said aim for the year was to bring the 5 year strategy to life and that would require an amount of commitment from the Executive.

ACTION

HOMOLOGATION

3. *Conflicts of interest* – none were noted.
4. *Exec Meeting 15th May 2009* – the minutes of the last Exec meeting were reviewed and approved as an accurate record.
5. *Matters arising* – FA still to set up meeting with BUNAC.
6. *Correspondence/representation: SUS (EX)m20~1* – The dates and meetings on the paper were noted.
7. The committee were encouraged to feed any instances of representation of SUS into SR and SF for inclusion in future papers.
8. SF commented on WUGs Belgrade experience and this will be followed by a report.
9. SR informed Exec that SUS had signed a partnership agreement with Kukri for 2 more years.

FA

SF

EXEC MATTERS

FINANCE

Period 10 draft financials: SUS(EX)m21~2

10. The Financial Report for Period 10 was presented and noted.

- 11. FA asked inclusion of year to date income budget into figures. SR to look into including this in future reports. SR
- 12. RC inquired about plans for £50K contingency and was informed that the current policy is to keep it banked as an operating reserve.
- 13. Exec discussed investment options. KR informed Exec that BUCS keep money in charity holdings. SR to look into this. SR
- 14. CM noted the projected budget deficit for next year and how important the £50K may be.

Budget 2009/2010: SUS(EX)m21~3

- 15. SR explained budget.
- 16. FA noted Exec had made decision that SUS could operate with a deficit. Exec noted proposed budget.
- 17. CM asked about the legality of presenting a deficit budget and SR to look into this. SR
- 18. FA noted that there had been a 2% increase to membership costs.
- 19. Sponsorship is a priority for 09/10 and FA noted he had been in discussions with a Fitness Products company for potential 09/10 sponsorship. FA & SR to discuss. SR & FA
- 20. RC asked LC about **sportscotland's** future partnership with SUS. LC noted the £5K increase was very positive but investment based on an annual basis. If SUS asks for more investment next year then they will have to justify accordingly.
- 21. CM asked about a Pay Pal idea – so that SUS could pay people using credit card rather than cheque. SR to explore idea as problems identified in use of cheques to reimburse and pay invoices. SR

STRATEGY

SUS Risk Strategy: SUS(EX)m21~4

- 22. FA thanked CM for the fantastic effort on this paper
- 23. KR noted that BUCS were putting together a policy on pandemic occurrences. BUCS to distribute policy to SF for review. KR
- 24. CM pointed Exec towards the red boxes in the risk strategy and that these were the areas Exec need to focus on to lower the likelihood of these occurrences. CM noted that risk register should be updated every 3-6 months.
- 25. SF noted that a 1 page summary was needed with a concise list of the risks. SR to do this. SR

Exec Action Plan 2009-10: SUS (EX) m21~5

- 26. Action Plan was reviewed and tasks allocated

ALL

Table of responsibilities regarding Exec Acton Plan.

OBJECTIVE	Individuals Responsible
G1: Evaluate status of Org	FA, JO, SUS
G2: Manage Risk	CM, SR/JS
G3: Achieve Foundation Level Equality Standard	PDC Committee (KR offered BUCS assistance through their

	new Disability Officer). LC to help with examples from other sports.
G4: Consider location of SUS HQ	FA
G5: Assess HR base for SUS	JO
A1: Rep sector in consultations and national developments.	SUS
A2: Work closely with sportscotland to explore ways of promoting SUS/sector activity.	SUS
A3: Advocacy action plan	SS
A4: Build relations and lobby to promote SUS and sector	Everyone through FA
A5: Develop a clearly defined long-term partnership with BUCS.	FA, SF
A6: Support High profile developments & contribute to legacy developments.	LC, FA, SF
A7: Further develop relationships with colleges	RC, (KR asked that BUCS are informed as to what is happening.)
A8: Strengthen Partnerships with Academic community including SUSRAG	JO to seek advice on what to do
F1: Plan funding to cover SUS business	Exec
F2: Develop long term funding plans and opportunities for SUS.	Exec
M1: Develop One Page summary for SUS strategy.	SFL, LH to do 1 page summary.

Notes: FA: commented on A1 that not enough people were called on last year. A8: Increase communications, and relations. SF noted the opportunity here. CM suggested hosting an academic forum of some sort. SUS needs to guide this. JO to use contacts to gain advice. M1: Grant Reilly offered services of a designer to help.

ADVOCACY

Relationship with BUCS: Verbal Update

27. FA updated the Exec. Letter received from BUCS in reply to FA's letter. Not much time was given before meeting to digest response.
28. KR explained BUCS are doing their best but have to be careful to balance out what it offers all members and not be seen to be offering different services to different groups, as Sam Gill BUCS student Officer was concerned. KR understands what SUS wants to do and where SUS is. KR informed Exec that BUCS does not know where to go with this.
29. FA asked KR about the £3380 increase that BUCS has offered. KR explained she can justify this amount but still needs to take it to the board. FA emphasised the mood of the meeting in St Andrews talked about how a modern organisation would be able to offer

different options to, members, regions and nations. KR explained that it is hard to evaluate what SUS delivers by paid employees compared with other regions carrying out work through volunteers. KR noted BUCS are still talking, but do not know where else financially they can go. KR commented that what SUS does is an aspiration for BUCS in areas such as health and professional development. KR commented SUS is 4 years ahead of everyone else.

30. KR updated Exec on the new Facebook project BUCS are carrying out.
31. LC asked KR about what its relationship was with Sport England. KR explained that the 4 new posts were supported by Sport England. LC then pointed out that this was a difference within the regions. RC commented that BUCS had used time and resources into getting Sport England's support, time and resources not distributed evenly amongst all the regions. KR noted that Sport England have promised advice to other regions.
32. KR said BUCS were trying their best to move to an agreement with SUS. BUCS can justify many issues and is happy with more discussions.
33. SF & FA agreed a meeting with KR at Keele, BUCS student director to attend. SUS to challenge BUCS ability to vary services. BUCS wants to be nation wide provider and to do this should be; "Consistent in approach, and flexible in offer". SF thanked KR for making the effort on trying to put value on services provided.
34. FA summed up saying SUS could move away from BUCS and the pace of response from BUCS to feelings in Scotland has been far too slow.
35. KR explained that BUCS absolutely realises the issue and seriousness of SUS's points.
36. FA summarised by asking every one to read KR's response letter, Mark Brian's response letter and feedback on this by end of August.
37. KR noted a detailed response on competitions to be circulated.

ALL
KR

Scotland's Colleges: Verbal Update SUS (EX) m21~6

38. SF updated the Exec on the development re Scotland's colleges. Funding council investing £50k into college sport through SUS. SUS to employ one person to support this area. A consultant also to be employed to carry out further scoping of future of college sport provision. Sector research to be carried out through an Audit. This is funded separately by **sportscotland**.
39. LC asked whether money from funding council to put money through **sportscotland** or direct to SUS? SF to find out.
40. The salary, fees and associated information was discussed with SF reporting – Grade 6 appointment, 1 year funding from SFC. Line mgt still to be sorted out. FA called on the Exec to give SF authority to get this moving ASAP.
41. LC noted an exit strategy would be needed in case funding is stopped.

SF

GOVERNANCE

Status of the Organisation: SUS (EX) m21~7

42. SUS needs to be in a position to cope with the future. All need to consider the status and read Neil Park's (NP) report. CM suggested that SUS should get NP or another legal minded person along to offer advice to Exec at future meeting.

ALL

ENGINE ROOM UPDATES

Competitions:

43. To meet 17th August

Professional Development: SUS(EX)m21~8

44. CM noted that all conference feedback had been positive. The Christmas seminar is to be held at Glasgow Caledonian University on 15th December.

Physical Activity: SUS(EX)m21~9

45. Active age festival is on the 27th August in Dundee. Elsewhere focus is being put on the development of intra mural Sport.

OTHER BUSINESS

46. LC informed Exec that the **sportscotland** business plan is available online.
47. KR informed Exec that Alex Cooper (Ex St Andrews AU president) and K. Robins (Kent) had been made Student Officers of BUCS.
48. Exec noted the following BUCS advisory group meeting dates:
18/09/09 – London
22/10/09 – TBC
28/01/10 – TBC
22/04/10 – London
49. JO commented on the BUCS survey – narrow focus, where does the information go? Worried about only focus on club and intra mural sports.
50. FA gave a quick Winning Students update: after conference an email had been sent to Laurence Howells regarding representation on the board and the manner of communications. Concerns were raised but no feedback has been given yet.

DATES FOR NEXT MEETINGS

TBC – SR to circulate via email.

SR



Actions List (SUS Executive meeting of 06th August 2009)

Set up meeting with BUNAC	FA
Circulate report from Belgrade experience	SF
Investigate where to invest £50k (BUCS do it with charity holdings)	SR
Seek more sponsorship	ALL
Look into legality of operating with a deficit	SR
Discuss Sponsorship with Power House and In Spirit	SR
Investigate Pay Pal idea to speed up reimbursing people.	SR
Circulate policy on occurrence of a Pandemic	KR
1 Page list of risks needed to help summarise	SR
Read KR and Mark's letters and provide feedback to FA	ALL
Detailed response on competitions to be circulated	KR
Go ahead given to employ College Sport Officer	SF
Read Neil Park's report and feedback to FA	ALL