



Précis and action points from the Executive Council meeting held on Friday 12th November 2010 at Heriot Watt 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)
 Peter Corry (PC)

Apologies

Brian Lister (BL)
 Jamie MacDonald (JM)

In Attendance

Stew Fowlie (SF)
 Jacqui Stone (JS)
 Jenni Lloyd (JL)
 Fiona Mathie (FM)
 Jack Rau (JR)
 Sharon Drysdale - Scottish Colleges (SD)
 Lorna Callan(LC)

WELCOME INTRO AND SCENE SETTING

1. FA welcomed all to the second exec and thanked Heriot Watt for hosting.

HOMOLOGATION

2. *Conflicts of interest*: none
3. *Notes from Exec meeting 27-08-10*: were reviewed and approved as an accurate record
4. *Matters arising*: FA went through actions from previous meeting - all have been dealt/currently being dealt with.
5. *Correspondence / Representation: SUS (EX) m27-1*: Most meetings covered elsewhere in agenda. JS updated on meeting with NHS as positive, resulting in good opportunity to make contact with physical activity and health. SF updated on attendance at Lisbon Treaty Seminar.

EXEC MATTERS

Action Plan 2010/11

6. JS updated the group that all objectives were currently being worked on. Links with SUCCESS are being made with JS & SF to have a meeting with Ross Saunders to continue relationship.
7. SF updated the group of Reffing Brilliant programme.
8. FA asked all to refer to action plan to ensure tasks were being completed.

ACTION

JS & SF

ALL

HR Project:P SUS(Ex) m27~2

8. FA updated on the work currently ongoing and thanked JS & SF for their professional approach during the review process.
9. JO described the background to the HR review & presented four models (A-D) for consideration drawn from the work of the review group.
10. A wide ranging discussion took place with Exec recommending further work to be undertaken on Option C as the preferred option.
11. FA confirmed that the Options would be discussed with Directors of Sport, AU President's and Colleges before Seminar.

FA

Membership Contributions; SUS(Ex)m27~3

12. BE updated Exec on the progress regarding a possible change to the manner in which SUS levies fees from members. BE wanted the process to be as inclusive as possible and take cognisance of different financial situations. Current membership was developed in 2005 BE lead a discussion which concluded that any method of calculating fees should include population, ability to pay & club activity as key factors & not to include facility memberships.

Equality Standard

13. LC evaluation of current practice is good. Papers to be passed in December. Equity training - presentation at end of meeting to bring board up to date with standard expected.

SUS Risk Strategy

14. CM updated group on minor changes made to risk strategy from sponsorship.
15. JS explained that no risks had increased whilst some risks had decreased.

Membership Consultation

16. JS prior to meeting had sent round full findings from consultation. In summary generally members are either satisfied or very satisfied with SUS & viewed the most important services as competitive sport programme, networking & BUCS relationship. There were also lots of interesting comments from individual institutions.

Finance

End of Year Financial Update: SUS(EX)m26~6

17. JS updated on financials. Gill Roberts had been through figures and really comfortable with SUS accounts. Profit & loss account finishing on a surplus. Figures different to last Exec figures due to change from excel to SAGE. From the carry forward figures it shows that the majority of sports are managing to support themselves. Debtors have been reduced dramatically.



3 Month Financials 2010-11: SUS(EX)m27~7

- 18. JS met new financial consultant at Sportscotland for training with accounts.
- 19. Income for the Golf sports programme needs to be re-evaluated in way money is received.
- 20. Tighter system of chasing debt is needed. FM is now trained in SAGE to help with this.
- 21. JS to pull together a group to deal with chasing debts.

JS

Sponsorship

- 22. JS updated Exec on Service Level Agreement with LLM. £10,000 of finance is promised to be processed for payment, development of portal will be ready at Christmas Seminar to launch.

Advocacy Action Plan

- 23. JS updated the members on the plan so far.
- 24. FA to ask Mark Beaumont to be media champion for SUS.
- 25. Exec was asked if a political champion would be a good idea? CM suggested linking with MP's coming from student bodies. SF suggested a photoshoot in Edinburgh with SUS staff and local MSP.

FA

SF

Relationship with BUCS: Verbal Update

- 26. FA & LH updated the group on BUCS Advisory Group meeting particularly discussion around regional commercial activity.
- 27. LH gave an updated on the student BUCS Advisory Group as being positive, however main meeting action points remained uncompleted.
- 28. FA gave an update in relation to Iphone app, 2 options available to SUS: close app and write to members regarding reasons for closing app; load app without fixtures live. FA asked if marketing group could give advice on best way to proceed.

GR JS

SCS Update: SUS(EX)m27~8

- 29. JL updated the group on the Football and Badminton events being held before Christmas and that she has a SDC in both Football and Basketball.
- 30. Finals Day will be March 8th 2011, Home Nations football programmes in both men and women with kit orders being placed.
- 31. Volunteering calendar partnership with NGB's is being created.
- 32. 2 colleges have signed the Principles Accord.
- 33. North Colleges Section expanding and JL currently working on this.

JL

JL

Engine Room Updates - Reports for info/action

Competitions: SUS(EX)m26~9

- 34. RC directed everyone to the comps paper.
- 35. A small discussion was had on the 3 year plan between CH, RC & SF.
- 36. LH enquired whether the waterpolo SUS BUCS situation had been sorted. SF invited teams to withdraw to solve the short term issue. In long term work with BUCS to sort issue.

Physical Activity: SUS(EX)m25~10

- 37. JF directed everyone to the SUSPAC paper.
- 38. Dance festival was a success with numbers at 96, increase in numbers from last year.
- 39. Newsletter out at Christmas Seminar and to be sent to Colleges.

FM

Professional Development: SUS(EX)m26~11

- 40. CM directed everyone to PDC paper.
- 41. CM updated group on Christmas Seminar and that numbers need to be increased.
- 42. CM also informed the group on the Operation Staff Forum being held in March looking at a Mystery Shop round the sector.

AOB

- 43. JS updated the group on the People's Postcode Lottery Dream Fund and whether it should be taken further. JS & SF to progress

JS SF

Dates of Next Meetings

Changes from the 11th February to the 4th February.

All who attended meeting completed Equity Training.

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

Action Plan Responsibilities – various see plan	ALL
HR Project – Present to Directors, AU Forum etc	FA/JS/SF
Speak to JA regarding Business Plan	JS
Chase debtor's - create group	JS/FM
Ask MB to become media champ of SUS	FA
Draft letter composed regarding App situation	JS/GR
Increase numbers for Christmas Seminar	ALL
People's Postcode Lottery Dream Funding	JS & SF