

Project 2011 - Update

Since the meeting held at Peffermill on the 21st February the SUS Project Team have taken time to work up a structure option based around the concept of moving to Scottish Student Sport.

Following the indication that a full Scottish Student Sport model was unaffordable the group has come up with a solution whereby it is still possible to implement a Chief Operating Officer but the structure of staffing below would be amended to bring the cost inline with projected income.

It is proposed that the Chief Operating Officer would be responsible for the operational management of a key business section of SUS, either in the area of the sports programme or operations for 40% of their time. This has meant that the structure of staffing below will vary depending on which business section is retained by the Chief Operating Officer.

Options

There are three options demonstrated below:

Option 1 shows the situation if Jacqui was successful as Chief Operating Officer. If Stew retained his post as Sports Manager his salary would be protected at grade 7 however it is deemed that this post would be a grade 6 in the new structure. As Jacqui would retain work in Operations it is proposed to add an operations coordinator at grade 5 and then appropriate admin support.

Option 2 shows the situation if Stew was successful as Chief Operating Officer. If Jacqui then became Operations Manager her salary would be protected at grade 7 however it is deemed that this post would be a grade 6 in the new structure. As Stew would retain work in the Sports section it is proposed to add a sports coordinator at grade 5 and then appropriate admin support.

Option 3 shows the situation if someone else was successful as Chief Operating Officer. Assuming Jacqui and Stew retained roles as Operations and Sports Managers with their salaries protected at grade 7 (although jobs deemed to be grade 6 posts) the finance would only then allow for one full time administrator to complete the structure.

Finance

Presented below is a projected budget for all COO options.

In all three options the staffing costs are almost equal and reflect only a marginal increase on the staff costs that are already being met currently. It is important to note that the figures that are quoted on the diagrams do not reflect the salary that each individual will be paid but are the cost to SUS which includes on-costs for each post.

Despite adjustments to the staffing structure the model will still require membership fees in the region of £135,000 assuming that no further grant money is received (Grants retained at £40,000 from Sportscotland & £26,000 from BUCS).

The budget reflects a reduced reliance on sponsorship money; some profit from sporting and non-sports events; an increased spend on our sports programme; and expenditure maintained at current levels across other budget headings which doesn't have much scope for further reduction.

Job Descriptions

Job descriptions for all staffing permutations have been sent to Edinburgh HR for grading and have been attached in a separate appendix for information.

Next steps

Exec are asked to confirm that we are to progress with moving to the structure outlined above.

It is hoped to progress quite quickly with the appointment of a Chief Operating Officer and an appropriate timeline should be designed that will take us up to the AGM in the summer and beyond.

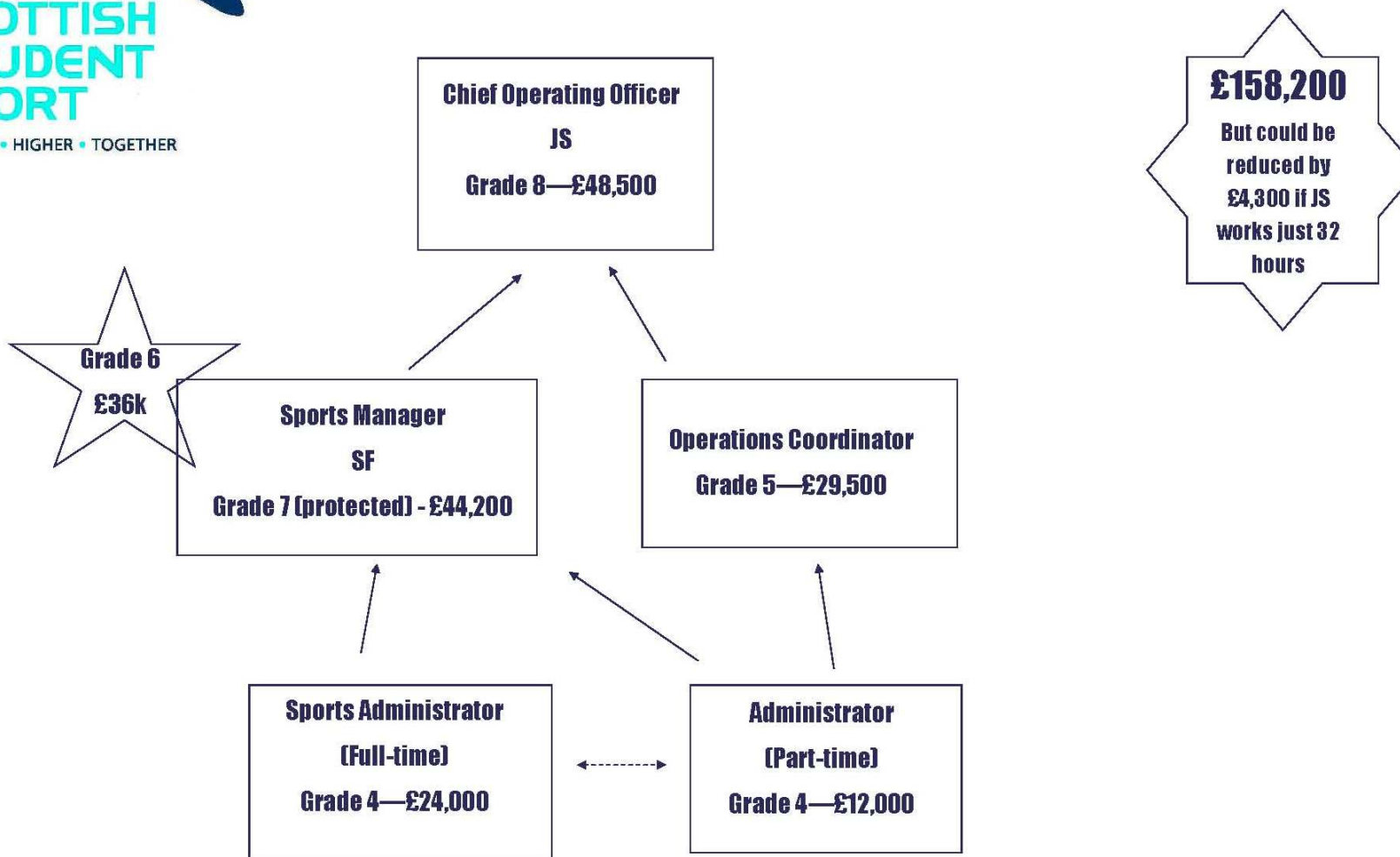
As discussion is ongoing with the Scottish Funding Council it is important to consider that if we were successful with securing more of a grant from them how it would be utilised.

SUS Executive is asked to:

Item
○ Consider the option presented above
○ Decide on a timeline
○ Discuss how a potential SFC grant should be utilised



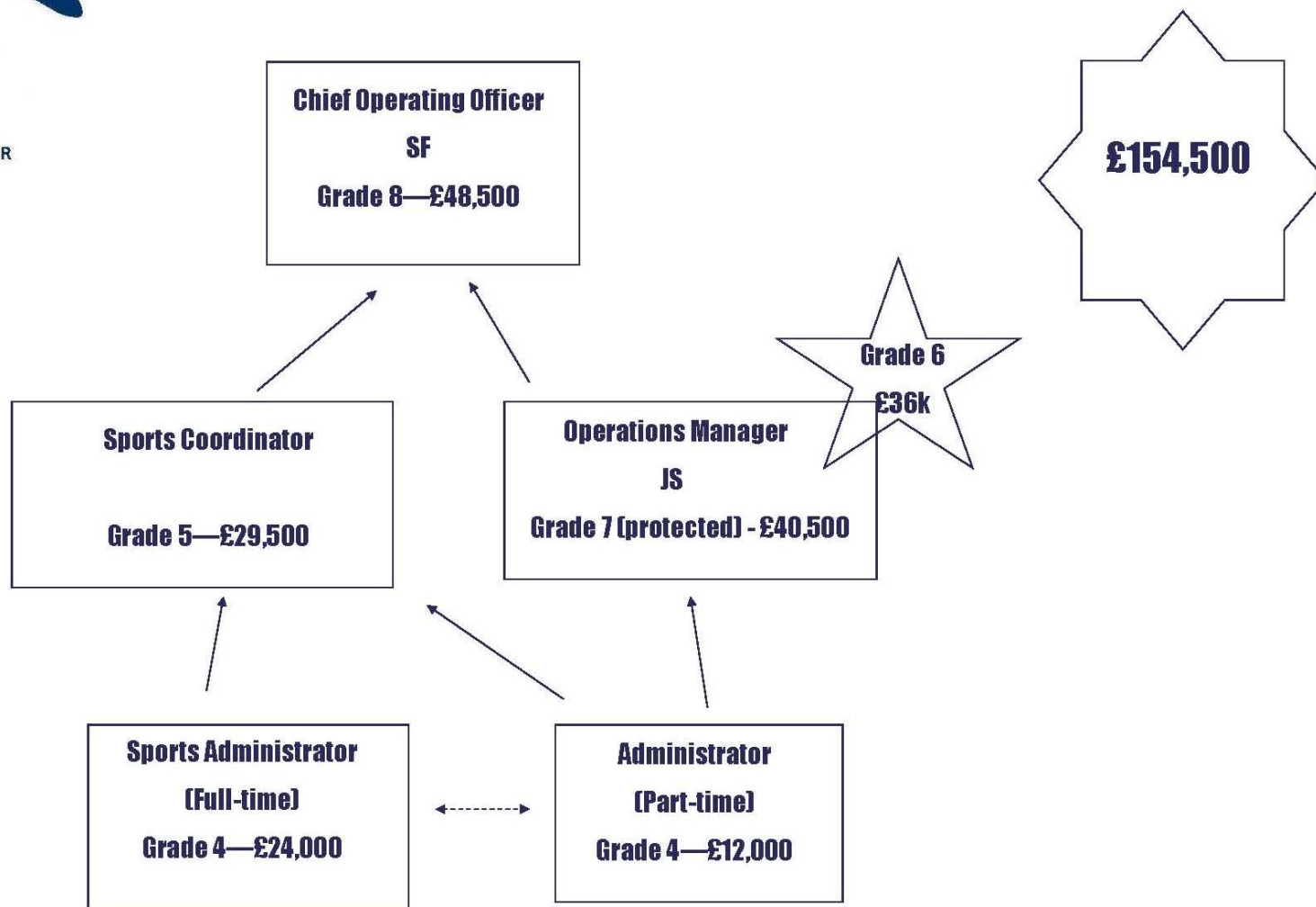
Scottish Universities Sport—COO Option 1



Appendix Two



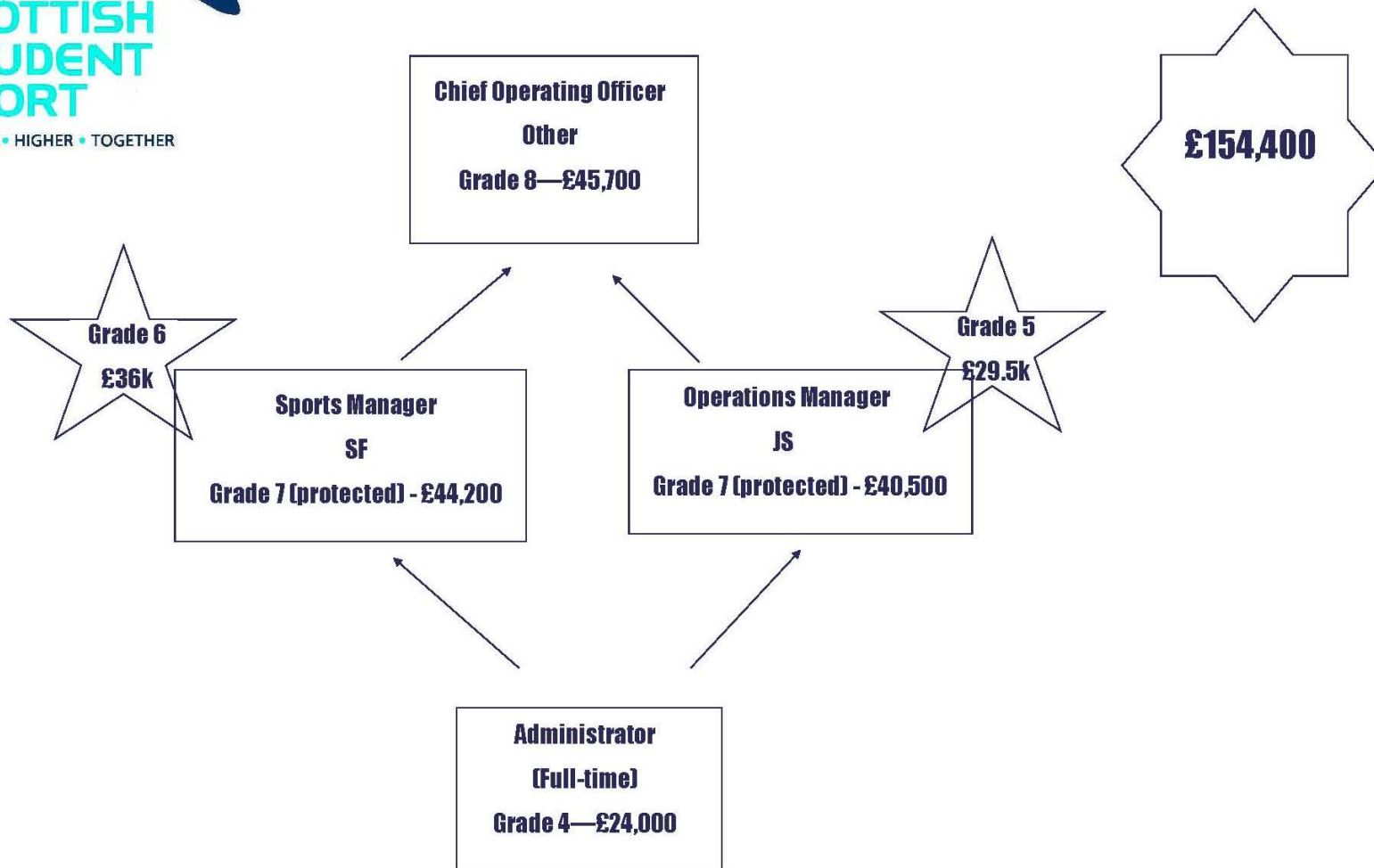
Scottish Universities Sport—COO Option 2



Appendix Three



Scottish Universities Sport—COO Option 3



Appendix Four ~ Proposed Budget

Overall Budget		2010-11	Option COO
4100	Member Contributions	£98,750	£135,000
4200	GRANTS	£104,000	£66,000
4400	Sponsorship	£15,000	£7,500
4500	MERCHANDISE	£15,000	£15,000
4600	EVENT INCOME		
4601	Events - Network	£21,000.00	£25,000
4602	Events - Physical Activity	£2,700	£4,000
4700	OTHER INCOME	£1,000	£1,000
4705	Bank interest	£200	£200
4900	SPORT INCOME		
4901	Sport - Events	£98,100	£110,000
4902	Sport - Rep	£18,800	£20,000
4903	Sport - Development	£5,000	£15,000
	Carryforward	£12,070	
	Total	£391,620	£398,700
5000	SPORT - EXPENDITURE		
	Sport - Events	£106,250	£110,000
	Sport - Rep	£28,300	£30,000
	Sport - Development	£15,000	£25,000
7000	STAFF COSTS	£153,000	£154,500
7010	STAFF TRAVEL	£9,900	£9,750
7020	STAFF CPD	£3,250	£3,100
7030	Recruitment Costs	£0	£500
7100	MARKETING	£6,850	£6,000
7200	MERCHANDISE	£18,500	£18,000
7300	ADMINISTRATION	£7,000	£7,000
7400	FEES	£5,200	£5,200
7500	EVENTS		
	Events - Network	£20,620	£22,000
	Events - Physical Activity	£2,250	£2,000
7600	COLLEGE SPORT	£13,500	included in SPORT lines
7700	Contingencies	£2,000	£4,500
	Total	£391,620	£397,550
	Balance	£0	£1,150