



Council Meeting Minutes

Minutes of the Council Meeting held 12noon, 10 March 2019
Stirling Court Hotel

Present

- | | |
|-------------------------|---------------------------------|
| Moraig Macdonald (MM) | President |
| Ian Fleming (IM) | Vice President |
| Les Rodger (LR) | East District President |
| Duncan McKinnell (DMcK) | East District Vice President |
| Brant Wilson (BW) | Midland District |
| Fiona Crawford (FC) | Midland District Past President |
| Durno Jessiman (DJ) | North District President |
| Matt Huntington (MH) | North District Secretary |
| Derek McGown (DM) | West District President |
| Peter McBurnie (PM) | West District Vice President |
| Graeme Marchbank (GM) | Chair |
| Forbes Dunlop (FD) | Chief Executive |

In Attendance

- | | |
|-----------------------|-------------------------|
| Sharon MacDonald (SM) | Director of Development |
| Elaine Mackenzie (EM) | Director of Services |

Item No.

Action

1. President's Address

The President welcomed everyone to the meeting. MM went on to acknowledge the positive and well run and managed AGM, she thanked Alison and the staff for their preparations and delivery of this event.

MM updated that she has invitations to a number of District meetings and a range of events. It is her intention to attend as many as possible and MM also encouraged members of Council to take up opportunities to attend events, including British Events that will be held in Scotland in the coming months. Any Council member who would like an invitation to British Events should contact the office who will arrange this.

Finally the President updated Council that the CEO recruitment process is underway.

2. Declarations of Interest

GM declared an interest in the Board Honoraria paper.

3. Apologies for Absence

Colin Kennedy - Vice President 2.

4. Minutes of Previous Joint Council Meeting held 29 September 2018

The follow changes to the minutes were agreed:
Page 3 - Clarify should be clarity.

5. Actions from Previous Joint Council meeting held 29 September 2018

It was requested that a discussion takes place with all disciplines regards competitions clashing with school time.

SM

FD updated on initial work completed by representatives from the STO and Swim Committees on the succession planning and sustainability of event volunteers. The intial work identified that we need to continue to make volunteering at events a positive and flexible experience, it also identified that succession planning and new volunteers are being attracted into key roles and that this will be an ongoing piece of work.

6. AGM Draft Minutes/Debrief

6.1 Club Model Constitution

MM explained that work is progressing to ensure there is no duplication or contradiction between Scottish Swimming policies and guidance within the model consistution. It was agreed that we should always refer to the Scottish Swimming policy, EMc updated that all policies are updated as a minimum on a two year cycle.

If identified a number of policies on the website which are out of date. It was agreed that this will be looked at and all members were encouraged to let the office know as and when they find any out of date documents on the website.

EM/
ALL

GM asked that we think about the communications of changes to policies and how we ensure this reaches those that the policies affect. MH asked for clarification on the current process. EM explained that updates go to clubs direct and Districts are updated and informed. FC asked that the communication channels between RSDMs, clubs and Districts is considered to ensure Districts are always up to date.

SM

DM stated that Council should be very clear on what is compulsory and what is recommended in the model constitution. This was agreed and will be picked up as a discussion at a future meeting.

FC asked for further clarification on how long we keep records with personal details in them. In particular balancing the GDPR requirements v's the Complaints / Child Protection requirements. It was agreed that we should take advice from Harper MacLeod on this and report back to Council.

EM

Moraig summarised and all agreed in principle.

7. District Financial Reports in accordance with R3.1.4

Council members considered the financial position of the Districts. DM expressed his view that holding excessive reserves is as bad as not holding enough, the key is to understand what is actually required. FD updated that guidance on reserve levels has been previously distributed to Council members, it was agreed that this would be resent.

DM

Council also agreed that collective proposals such as the young volunteers project can and should be considered for funding by all Districts.

8. Development Plan Review

SM gave an overview of the paper, highlighting positive progress against the roll out of the LTS Framework, continued membership growth, (with a cautionary note around slow growth in the swimmer membership category), good development with the Club Framework to a position where we are now using it and will closely monitor the impact that it makes.

SM also highlighted areas where there has been more challenge, these included. Education, albiet we have made significant progress to revamp our approach and resources in this area, SM emphasised this will continue to be a priority with a focus on coaching in 19/20; adult swimming programme which we have scaled back as we have been unable to make it sustainable; links to Active Schools and Community Sport hubs which we have found difficult but will be looking at in the next year.

LR asked about Aquatic Forums. SM explained that the principle was to get clubs together to discuss common issues and challenges, where clubs come together and work in a constructive way the forums are effective and making a difference.

DM asked that we put the 75,000 children in LTS schemes into context, for example what percentage of Primary school children is this?

SM

MM thanked Sharon for her paper and thanked the team for the ongoing work and progress.

9. District Modernisation – Action Plan

MM introduced the paper emphasising that this work will continue to develop and evolve. DM commented that the framework is very helpful and it is now important that clubs take growing ownership and involvement, there was a general discussion around the need to keep considering young people and how we engage and empower them to be part of the development and leadership of the sport. DJ updated that there is still work to do to engage the clubs in the North.

Updates from all Districts should come to future meetings, tabled for end of meeting in order that informal discussion can continue. Detailed discussion, networking and development should be progressed at separate meeting.

MM to lead on the agreement of format, location and timing of this – discussion with IF and Euan Lowe to bring back to Council in September.

10. Board Honoraria

Council agreed that Board Honoraria should be flexible to take account of the variable costs that Directors have. It was agreed that payment should continue to be made in arrears.

Council requested that all documentation is updated to refer to Directors Fees rather than Honoraria.

DM

11. 2020 AGM and Awards Dinner Date

After discussion it was agreed that the last weekend in September (Saturday 26 Sept 2020) would be the best date for the AGM and Awards Dinner. It was also agreed that the this weekend should be held for AGM and Dinner in future years.

12. Management Team Report from the Company

Council asked for an update on the thinking around Water Polo development. SM updated that we are taking time to discuss the best way forward with the Committee and at this time would not be recruiting for a new Water Polo Development Officer.

DJ asked for an update on HIVE and if there could be a specific District Group, SM explained that coaches will be the next group but yes Districts can and will be added in time. Council agreed there was lots of potential from HIVE.

13. Chair's Report - verbal

GM updated on the January Board meeting, including that Jack Buckner had attended and presented at the meeting and that the Board had undertaken training on Wellbeing and Protection.

GM updated that British Swimming continue to stay close to the ISL developments and make sure that athletes are central to the positioning and decision making around this and any other future opportunities.

Finally, GM updated on the CEO recruitment process, explaining interviews will take place later in March and that the Management Team will cover the gap until the new CEO can start.

14. Business in Accordance with Paragraph C.7.1.3 of the Constitution

None

15. AOCB

MM thanked FD for the contribution he had made in his time as CEO and wished him the best in his new position.

15. Date of Next Meeting:

Council meeting 28 Sept – Radisson Blu, Glasgow, 11am-2pm

Joint Board and Council Meeting – 24 November – Stirling Court Hotel

cc	Board and Council	Editorial Board	Barry Cook – sportscotland
	National Chairs	District Secretaries	Kevin Reynard