



Council Meeting Minutes

Minutes of the Council Meeting held 12noon, 9 February 2020
Stirling Court Hotel

Present	Moraig Macdonald (MM) Ian Fleming (IM) Les Rodger (LR) Duncan McKinnell (DMcK) Brant Wilson (BW) Fiona Crawford (FC) Durno Jessiman (DJ) Lisa Houston (LH) Derek McGown (DM) Graeme Marchbank (GM) Euan Lowe (EL)	President Vice President East District President East District Vice President Midland District Midland District Past President North District President North District Secretary West District President Chair Chief Executive
In Attendance	Sharon MacDonald (SM)	Director of Development

Item No.	Action
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1. President's Address

The President welcomed everyone to the meeting highlighting that it's been a busy time since the joint council and board meeting with MM attending a series of events including editorial board meetings; national diving championships; European short course championships; Scottish short course championships; Club chairs networking event and thanked the Young Volunteer Panel members who contributed and energized this event; MM also took part in the new 'noiseletter' podcasts; and further supported the company board corporate planning process in January, further commenting that EL will need the support and engagement of the council and districts in helping shape the future of our sport and maintain its status as recognised and well regarded sport. Also referencing the need to continue the work started by the district modernisation process and would like to see culture of continually seeking to effect change with exchange of ideas perhaps with the development of a cooperative forum to support each other.

MM welcome LH to her first council meeting.

2. Declarations of Interest

GM declared interest in Item 10 – Board Honoraria and would leave the room for this discussion.

3. Apologies for Absence

Peter McBurnie

4. Minutes of Previous Council Meeting held 28 September 2019

Meeting notes of 28 September 2019 agreed as accurate.

General discussion around better use of technology for district meetings to be investigated being aware of the need for any solution to meet any governance requirements around quorums, voting requirements etc. A coordinated approach to be adopted along with any potential office solutions to improve efficiencies.

5. Actions from Previous Council meeting held 28 September 2019

Actions – MM asked for questions.

Item 8 - FC queried the YVP financial breakdown; SM confirmed this has been sent, however SM will send again and also to Midlands and West

Item 15 - Interim suspension clarity - LR sought progress. Agreed to discuss this later on agenda.

Item 15 - DM requested that a note for future reference be circulated that outlines the potential consequences should there be a situation where a district finds itself without a functioning executive.

SM

EM

MM explained that the meeting note and actions from the joint board and council meeting on the 24 November 2019 had been omitted from the original pack and had been circulated in advance of this meeting and should be reviewed.

Minutes of Previous joint Board & Council Meeting held 24 November 2019

The meeting note was approved.

DJ provided and update on the recent changes within the North district. The list of exec committee members is as follows:

President- Durno Jessiman (will be standing down as President at the AGM on 7 June 2020)

Vice President- Derek Allan (will be taking up the role of President at the AGM on 7 June 2020)

Secretary- Lisa Houston (has taken over the role with immediate effect)

Treasurer- Sandra French (no change)

Additionally, Jo Hardie will taking up the role of Vice President at the AGM on 7 June 2020

Actions from Previous joint Board & Council meeting held 24 November 2019

Item 12 – LR updated that event branding has been resolved, however there still remain challenges with the system for entries, the Chris Bostock solution is not working. LR to send requirements to DM to review with a possibility of suggesting a solution. Further discussion needed with Deborah McGuiness to explore entry reconciliations.

LR

EL

Item 8 – photography, this is still ongoing and a position needs to be clarified.

6. AGM AGM Draft Proposals

MM introduced the paper explaining that these are in draft and are for early sight and welcomed comments and questions noting that there may be other proposals that come forward ahead of the AGM.

Proposal PR2 - LR felt that further clarity is still needed over who can be expected to be informed over a suspension being imposed.

Proposal PC4 – “Developing coach” – clarification offered that this could be a coach who is developing and/or a ‘development’ coach.

Proposal PC3 – “...to provide additional expertise as necessary.” It was discussed that the language needs reviewed to provide clarity over the intent. The suggested option being that the panel should or would consult with X for further advice to weigh up difference between achievements in disciplines for example.

All agreed that the amended definition of achievement in an athletic context for the Nancy Riach Memorial Award is appropriate.

Proposal PC2 – FC raised the question of why 6 months which stimulated a lengthy discussion. The outcome being that all agreed that a stronger stance needs to be taken in this area and that the districts have a role in supporting and promoting the importance of wellbeing and protection with the suggestion that this could be a standing item on district agendas. The ideal of all clubs being required to have fully trained WPOs at point of affiliation was discussed, including a scale of potential sanction or consequence for noncompliance. However it was recognised that reducing the time period is a welcome indication for the need for cultural change in this area and a phased reduction to the time limit may be required. Flexibility in training needs to be considered in identifying and adopting a tougher than 6 months’ timeframe; some discussion and suggestion of reducing this to 8 weeks with differing stages of training to have been met in meeting a minimum level of compliance. GM informed the council that the board have asked for a working group to be constituted to begin to look at this area to accelerate change with the group to have met before the next board meeting with the potential for proposals to come to the joint meeting in June.

A request followed for a list of clubs in each district without trained WPO’s to be circulated.

EL

The comments to the draft AGM proposals to be reviewed by the editorial board.

EM

7. District Financial Reports in accordance with R3.1.4 (deferred)

MM explained that this would normally have been a standard item for this agenda however the change to the financial year dictates that this items deferred. All approved.

8. Development Plan Review

SM delivered a presentation highlighting progress to date in delivering the development plan, highlighting areas that have worked well and areas for improvement, detailing the focus for the final year of the plan. The partnerships that have developed and evolved through the national Learn to Swim framework have been a success providing strong platforms for engagement. LTS to club links have been a mixed success and will be a focus going forward along with retention in the programmes. School swimming has been a continued focus. Membership has continued to grow with a trend for greater growth in non-swimmers than swimmers with a perception from the regional team that many clubs are happy with their size. Adult swimming was an early focus in the plan however this was scaled back due to a loss of funding to support the resource needed to meet this work. Clubs and quality of coaching has been a focus along with SwiMark Plus, which has been a challenge in reaching the target with revalidation taking up a lot of time as turnover of volunteers in committees has been a challenge. The development and growth of disciplines continues to be important in attracting and supporting volunteers and coaches will be key. The largest growth area being diving. Supporting our volunteers will continue to develop with key platforms being the chairs network events and volunteer management workshops for e.g. The YVP while in its infancy is a great opportunity to harness the energy and develop the future of our sport.

Discussion followed including potential opportunities to grow the sport via districts supporting / incentivising transition from SwiMark to SwiMark plus; show casing and promoting club structures that aid retention; improving knowledge and understanding about why swimmers opt to drop out and provide a suitable offer; are there opportunities to engage with those out with the current club structures and form different links with councils and leisure trusts' learn from mass participation events and evidence wider social outcomes.

MM thanked SM for the presentation, hard work and progress being made.

9. Young Volunteer Awards

MM passed to IM to introduce the paper. It had been recognised at board that the introduction of the YVP perhaps highlights the need for more recognition of young volunteers in the sport. The paper recognises that opportunities already exist however there is a need to better promote the opportunity to nominate youngsters for recognition. FC asked if awards would be constrained to those on YVP. IM clarified that the opportunity for recognition should be open to any young volunteer so not confined to YVP.

GM highlighted that this hasn't been submitted to board yet for discussion, it is a board award however as the aim is to re-energise the award perhaps the process changes to become board and council award therefore can be nominated by either President / Chair.

10. Board Honoraria

Before leaving the room for this item GM mentioned that the overall increase is offset by previous pattern of under claimed expenses. Also confirmed that all board members have completed appraisals and review of roles and responsibilities. After discussion the paper and proposal was approved.

11. Management Team Report from the Company

SM provided an update that Paul Donald has been successful in gaining the interim Club Business Manager role, further explaining that although in role now he will maintain a focus of working with the clubs in the west while we transition in a replacement. Paul will remain the lead for the YVP.

FC asked for clarity over how many without PVG currently are in waiting of process. FC commented on the language used around future YVP work –“if and when”. MM & GM confirmed this was discussed at board noting that this misrepresents intent. It should better read – “when”.

DJ – noted that there had been a few comments that the recent trip to Geneva seemed a little 'staff heavy'. A level of understanding the purpose of attendance would be helpful. AW

12. Corporate Plan Consultation

EL talked to the previously circulated plan and provided an overview of the intended consultation process for the new corporate plan which was met with approval. One key element of the consultation is ensuring that our clubs have an opportunity to engage with this and EL requested help in identifying and promoting the right platform to hold a consultation with clubs via the districts.

East already confirmed with LR for the 20th Feb; DM confirmed the 8 April for the West; **FC to FC confirm 20th April for Midland; DJ action to confirm a date for North.**

BW suggested the option of a remote/online opportunity for clubs. EL confirmed this is being explored.

LR asked if a similar approach will exist for disciplines. SM confirmed that AW will be covering the consultation with diving; SM will be identifying dates with all other disciplines in due course.

Action SM/AW

13. Chair's Report - verbal

GM provided insight from recent meetings with British Swimming, one of the key elements being BS intent to stop bidding for major international events; this has been huge undertaking for them in recent times and the drive will be mainly focussed on national championships.

GM also noted attendance at the national short course and diving championships noting some incredible performances; in addition attending the club chairs event noting in particular the positive involvement and interaction by the YVP at the November board meeting and chairs event. GM noted the strength and quality of the staff team with Paul Wilson being identified for the World Para Swimming High Support Needs working group; and Kirsten Phillips being requested to support the communications team for BS at the Para European Open in May.

Finally noting that BS have started working with all the home countries to begin to draft a Swimming in Britain Strategy.

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

None.

15. District Modernisation

MM opened up a general discussion.

IM suggested that a coordinated and collaborative plan towards the setting of affiliation fees, collection and timing in relation to district AGM's and Scottish Swimming affiliation be developed. Other discussions followed including a more coordinated approach of the event calendar across districts with fit to the national calendar.

MM suggested the development of a forum for districts to encourage conversation, sharing of practice, challenge, collective coordinated solutions. IM intends seeking to develop this type of forum to bring districts together with the potential to further engage the staff team into these meetings also.

16. AOCB

DM commented that we need to continue to encourage and support the volunteers, conscious that there is a slight conflict with the increasing professionalization of clubs beginning to put people off volunteering.

DJ – raised concern over the board view being taken over the recent proposal for a combined team between North and Midland districts to enter the English inter counties. GM clarified the board were clear that they can't go against our rules and governance of the association, however the proposal would be supported by the board at AGM.

MM to speak to the editorial board to draft potential wording for this proposal along with any potential consequence for the June meeting but will need a proposer for the AGM. MM

FC – raised a question over District records following the change of club. To be checked and clarified.

This being the last stand alone council meeting before the AGM, on behalf of the council IF extended a huge thanks to MM for all of her commitment, work and dedication in her time as President.

17. Date of Next Meeting:

Joint Board and Council Meeting – 21 June – Stirling Court Hotel - 10am-3pm
Council Meeting – Saturday 1 November – Stirling Court Hotel - 10am-1pm

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