



MOUNTAINEERING SCOTLAND

The Granary
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Board Meeting – Approved Minutes

Thursday 17 May 2018 – The Granary: 17.00

Directors: Jonathan Binny; Jennifer Cardno; Jo Dytch; Avril Gall; Steve Gough; Kat Jones; David Montieth; Chris Todd; Mike Watson (Chair).

CEO & Company Secretary: Stuart Younie. **Observers:** Megan Griffiths (sportsotland); Alistair Todd, Nigel Clark, Ron Neville, Brian Haigh

Present: Jennifer Cardno; Jo Dytch; Avril Gall; Steve Gough; Kat Jones; David Montieth; Mike Watson (Chair). Stuart Younie. Megan Griffiths (sportsotland) Ron Neville, Nigel Clark

1.0 Welcome and Apologies

MW welcomed everyone to the meeting and particularly to Ron and Nigel who attended as observers. Apologies had been received from JB and CT.

2.0 Declaration of Interests

SY declared an interest in Item 9.5 and this was also noted in the accompanying paper.

3.0 Draft Minutes of the meeting of 15 March 2018

The meeting approved the minutes without amendment.

4.0 Matters arising not tabled elsewhere in the agenda

No items tabled.

5.0 Items actioned since the meeting of 15 March 2018

Actions noted which were not already on the agenda:

- Item 5: The employee survey had still to be taken forward. SG suggested that it may be better to leave this until later in the year.
- Item 8.2.1: SY advised that JS would make contact with AG in relation to consultation with SGB's which was taking place in relation to reviewing the Protection of Vulnerable Groups scheme for sport.
- Item 10.5.1 Directors report HR, SY to follow up with Brodies to confirm whether an update process was in place for the Employee Handbook.

6.0 Call for AOCB

SY asked to add the replacement of the Granary phone system.

7.0 Finance Report

7.1 Management accounts to 31 March 2018 and draft financial statements for year-end

The management accounts for the year to 31/03/18 show a surplus of £42k. This reflects a strong performance particularly for membership income which has increased by 17.3% compared to last year and is largely in line with the budget. Membership income for both individuals and clubs has increased by 15.6% and 20% respectively which reflects growth in membership by 3.5% to 13823 members. Sportscotland investment is down 11.5% compared to last year but this is in line with our budget for the year. Mountain safety income has increased by 23.1% and for student courses by 73.7%. Student courses include support from MCT £1,350 and SMT £2,000. The Perkins Slade bursary of £1k per annum for 3 years is included in donations.

It was noted that last year there was a surplus of £14,462; however this did include a one off rent accrual reversal of around £20k and excluding the effects of this would give a deficit of £5,538. The surplus for the year is also reflected in our cash at bank which has increased by £10k to £201k.

7.2 The Granary office accommodation

SY met with the architects in April to discuss the project and provide feedback on the revised design based on comments from staff. The key point contained in the report was that the updated quotation was £25k, £5k over the proposed budget. It was possible this could be reduced as a result of a tender process and some further adjustment in the specification. This cost did not include VAT or make any provision for contingencies or branding / fixtures and fittings. The project build time was estimated to be 12wks and work would be required to put in place a business continuity plan although there was scope to phase the build allowing for occupancy of one half of the building while the build was taking place. MW suggested to the board that given the costs of the revised plan it was not possible to deliver the minimal changes to the office for the proposed budget of £20k and consideration was needed to increasing the allocation. The need to deliver improvements to the office was agreed and a budget of up to a maximum of £40k to cover all costs was approved for the project.

Action SY

8.0 Strategic & Operational Plans

8.1 CEO Report

SY tabled a report which provided a summary of his activities since starting in post on the 9th of April and some of the key future priorities. The company annual return had been submitted to Companies House and the appointment of JD and KJ to the board had also been updated. SY also fed back positively on the "Fit for the Future" event hosted by sportscotland and Harper Macleod and in particular presentations on women in sport, doping, and a workshop on public affairs and political engagement.

Sportscotland had also recognized the wider role MS had in making representation to parliament relating to its members interests. SY would follow up with sportscotland to explore whether MS should be registered on the Lobbying Register

Action SY

8.2 Mountain safety report

SY noted that it had been a very successful winter programme with demand for lectures and courses remaining high. The Spring Skills lecture had also proved a success and was well attended. Of particular note

was the low rate of no-shows which was thought to be directly attributable to the introduction of a small charge which went towards the “Mend our Mountains” campaign. It was agreed to look at introducing a nominal charge for other events with consideration needed on the most appropriate way to use any additional income, with a contribution to SMR suggested as an option. At the request of HM a review of the Mountain Safety Adviser role was being undertaken. Options for future development would be presented to the board in August. . MG advised that any additional income should not be used to cover the costs of the Mountain Safety Advisors post.

Action SY

8.3 Team leader’s report – ClimbScotland

The 18/19 performance forecast was on target however a drop in places was expected in relation to the Sports Development targets which was attributable a reduction in the number of youth climbing competitions from 22 to 21. Eden Rock was now open for business and receiving positive reviews on social media in the run up to hosting the SYBC event on 19th May. Discussions were also ongoing with Ratho in relation to hosting the 2019 European Championships. JS had also been engaged in positive discussions with the Association of British Climbing walls to update them on the work of Mountaineering Scotland and ClimbScotland and we are now recognised on their website as a partner. KJ asked for clarification on the development at the Kelvin hall which SY explained had been brought to the attention of the ClimbScotland team as the climbing wall had been referenced as part of a bigger refurbishment project at the centre. MG noted the reference to the Maclaren Centre in Stirling and advised there was a need to look at MS priorities for supporting wall development projects as the current strategy was ambitious given the limited financial resources available to support new projects.

Action SY

8.3.1 Sports Development pathway

The draft pathway illustration was tabled. It was confirmed the infographic aligned to the current website, and was intended to be used in facilities and partner venues such as outdoor centres. Feedback and comments from directors was invited.

Action All

8.3.2 Youth Climbing Series Report

AG provided an update on a successful competition series which had culminated in the first Scottish team podium place since 2009 at the YCS British Finals. AG also provided an overview of the proposed changes to the UK competition format to introduce a 4 event series with 2 bouldering and 2 lead specific events. Initial consultation with Scottish participants identified a strong feeling that competitors in the north would be significantly disadvantaged and they were not in support of the changes. JS had fed back to the national group about the practical issues in delivering the proposed format in Scotland and this had been accepted, It was agreed that ClimbScotland would not have to implement the new format and more time could be allocated to consulting with competitors to identify an alternative model. SY highlighted that this may mean a reduction in the number of competitions to take account for the additional staff time needed to organise the comps having taken this function back in house. MG asked about the format for the series and it was confirmed that 140 unique individuals had been recorded with a requirement to enter 3 competitions in the series. MG noted that

there were more girls than boys in every round and that this was extremely unusual for any sport at this age group and it was worth celebrating in an article or news feature.

8.2.3 Climbing Development Group

The need to establish this group to provide a point of reference for advice on strategic matters specific to climbing was noted. MW would liaise with the current volunteer lead on how to move this forward.

Action MW

8.2.4 ClimbScotland strategic review

DM outlined the process for the review and indicated that the working group would produce a “terms of reference” was needed. An initial meeting was planned in July with the project team and thereafter a meeting would take place with the ClimbScotland team with the aim of reporting progress to the board in Aug. The target was to have a final proposal for sign off by the board on the 29th Nov. Areas for discussion included memberships, charitable status, concept & structure and sustainability including extending the project to involve adults. MG advised that the scope of the project needed to be defined and also provided an overview of the implications of charitable status and whether the competitive element of ClimbScotland would not meet the necessary tests to become a charity.

Action DM

8.4 Team leader’s report - Member Services and Communications

SY reported that it had been a very positive year for memberships with an 8% growth on individual memberships and the expected decline in club members had not happened with numbers remaining steady. There had also been a strong start to this year and this has led to a revision of the targets based on last years full year results. The board asked to note their congratulations to EB on the results and to thank her for all her work on memberships.

8.5 Membership Strategy

With reference to Item 4.1 in the previous report SY set out 2 proposals.. The first of which was to agree an allocation of funding to employ membership sales staff on a p/t basis. , It was agreed to allocate up to £2k with the proviso that further funding would depend on proven results..

Action SY

The second proposal was to confirm funding of a social media audit that had already been approved as part of the marketing budget from 17/18. Social media was seen as critical to the future approach to communications and there was a need to identify the best platforms and focus staff time in the correct areas. Approval was confirmed

Action SY

8.6 Access, conservation and planning report

SY reported that following discussions with DB, CT and JB a new way of working had been put in place to monitor and track activities in this area of the business. DB was progressing a first draft of the conservation strategy and SY highlighted the position that had been taken on the raven cull as a potential way to approach

future issues in relation to wildlife conservation. DB was also exploring the possibility of a joint response with the JMT to the review of planning legislation and a meeting had been set in June which SY was attending..

For information

8.7 Invitation to join the All Party Parliamentary Group for Scottish Sport

It was agreed not to progress membership. SY to write and thank them for the invitation and confirm MS had decided not to take up the offer at this time.

Action SY

9.0 Governance

9.1 BMC Organisational Review Group (ORG) recommendations and implications

The board noted the importance of continuing to engage with the BMC at an operational level and maintain communications, however progress was unlikely to be made on strategic engagement until after their AGM on the 16th June. The preferred position was to have reciprocal representation on respective boards as proposed by ORG..

For information

9.2 Board Appraisal Report

The board noted the Chairs report following completion of the confidential annual review with individual board members. Specific areas identified for review include streamlining the agenda and papers for the board meetings and update the induction procedure for new board members.

Action MW/ SY

9.3 Annual General Meeting, Glenmore Lodge 24 November 2018

A booking has been made at Glenmore Lodge for the AGM including 10 twin rooms. SY had had an initial conversation with Shaun Roberts about support from the Lodge in running some workshops as part of the day and to create a more attractive offer for members. JD noted that 69% of clubs had expressed interest in a “gathering” style event. It was agreed to convene a programme sub- committee and to explore the theme of “Getting ready for Winter”. MG noted the auditorium had been upgrade to show films,

Action SY

9.4 Policies and Procedures Review Schedule status report

The report was noted.

For information

9.5 Membership of the SSA

It was agreed to renew membership of the SSA

Action SY

10.0 Directors' Reports

10.1 Landscape & Planning

The report from JB was noted and SY informed the board that despite sending another email, the Scottish Government had not responded following the submission of the report on the impact of windfarms on tourism and he would follow up again.

Action SY

10.2 Access & Conservation

The report from CT was noted. SY was at the NAF where there was a discussion about the organisational changes at the Forestry Commission. SY will follow up with the FC Policy manager.

Action SY

10.3 Mountain Safety and Training

DM updated on recent developments with MTUK who were reviewing their articles as a result of the ongoing situation with the BMC which may affect their funding situation. SY confirmed that following a recent meeting with St Johns Scotland funding had been confirmed for the student programme though to March 2020. The chairman would write with thanks from the board for this generous support.

Action MW

10.4 ClimbScotland

The report from AG was noted and that some areas had already been covered under Item 8.3. AG also confirmed that the proposed festival event in June had been deferred and a national climbing day was being explored as an alternative. AG to report back in Nov.

Action AG

10.5 Human Resources

At the request of HM the CEO was reviewing the role of the MSA (Item 8.2)

10.6 Equality

SG updated on plans to test preparations for applying for the intermediate level Equality Standard in Sport . MG advised that it was important to tie back any submission to the strategic plan and agreed to provide contacts with other SGB's which had already been through the intermediate process.

Action MG

10.7 Membership

KJ provided an update on preparations to meet GDPR and noted the regulator would be looking at evidence of progress towards meeting the standards rather than compliance in the early stages of the legislation going live. Thanks were noted for all the work the EB has done on this area of work and the positive feedback on our guidance from clubs and other external bodies which had been encouraging. A short life working group would review priorities in the strategic plan and advise on use of any increase in membership income.,.

Action KJ/SY

10.8 Clubs

JD updated the board on support for clubs and in particular how MS can help with recruiting members and to assist with this there was a need to categorise the different clubs by type. JD and SY would discuss how this can feed into the membership strategy.

11.0 Standing Agenda Items

11.1 Risk Register

The report was noted.

For information

11.2 Health & Safety

SY reported that two incidents had been recorded at a Real Rock event at Cummington however no further action had been required.

For information

11.3 General Data Protection Regulation

Update provided under Item 10.7

12.0 Information Items

12.1 Hut Management

MW updated the meeting on the recent changes (lead by John Irving) to the legal structures for Mill Cottage and Glen Brittle. Both now had charitable status. It was noted that both the Chair and CEO of Mountaineering Scotland (in line with arrangements with the BMC) were now trustees of Glen Brittle. Low levels of occupancy particularly at Glen Brittle during Jul and Aug was also noted despite investment in the facilities. It was agreed to examine how the promotion of the huts could be improved.

Action SY

12.2 Sportscotland Investment Agreement

SY noted thanks to DM for countersigning the agreement and to MG and sportscotland for their ongoing support. It was confirmed that the funds had now been received.

12.3 National parks Conference 20th April

SY advised that DB had attended on behalf of MS and a short briefing note was available on request.

12.4 Mountain Safety Group meeting 8th May

The draft note from the meeting was circulated for information. Key points of discussion were on communications, securing funding for the student programme and holding a joint parliamentary reception with SMR in 2019.

13.0 AOCB

The increased investment in the new phone system for the office was agreed.

14.0 Future meetings 2018 - 30 Aug, AGM 24th Nov (Glenmore Lodge), 29th Nov.