Venue : Airthrey Castle, University of Stirling, Stirling, FK9 4LA

Attended by: Christine Black (CB), Bill Blacoe (BB), Colin Campbell (CC), Gordon Haldane (GH), Morag McCulloch (MM), Keith Russell (KR), Kevin Scott (KS), Carolyn Young (CY)

Also in attendance: Alison Craig (AC)

Apologies: John Craig (JC)

Minutes taken by: Robert McLean (RM)

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| **Agenda Item** |  | **Action by** | **Due date** |
| 1. | **Apologies for absence**  John Craig |  |  |
| 2. | **Minutes of previous meeting**  **Action** - RM to correct typo on Action Log from 17th May Meeting, no other comments were made | RM |  |
| 3. | **Matters arising/Action Log from previous minutes**  KR spoke about the updated KPI document that Nicky had presented to the board at the meeting on 30th May.  CB in particular, having issues accessing documents on Teams. KR spoke about BS upgrading our security system to a two-factor verification, RM has contacted Workflo on this to try and find a solution.  RM to still upload documents to teams but documents to get sent via e-mail until Workflo find a solution.  KR advised KS that reports usually get sent out a week in advance of the meeting date,  RM and KR to aim to get first draft of minutes to KS within 2 weeks of the meeting taking place. |  |  |
| 4  4a  4b  4c  4d  4e | **Governance –**  New chair introduction –  KS spoke about having a fruitful few days getting to meet the BS staff and  some meetings with sportscotland. KS also got to meet Jack the new RDO  for the West, now 5 RDO’s in post. KS spoke about lengthy agenda’s and  the need to focus on key issues, membership numbers, competition  structure etc.  It is the Boards responsibility to deliver on an agreed number of key strategic points.  KR stated the KPI dashboard is work in progress and welcomes any  feedback on how we can improve it.  KS stated to the board that he thought our elite level sport was in a good  Place and now is the time to capitalise on commercial sponsorship.  KS noted this is not an easy thing to achieve, especially in the present  economic climate.  CC agreed about how well the senior squad are doing but expressed  disappointment at the lack of mainstream media coverage the sport gets.  BB spoke about how do we get people engaged and watching in events  that don’t feature Adam and Kirsty for example.  CC also mentioned how despite all the negative publicity around Cricket  Scotland, they are still getting coverage on mainstream news outlets.  KR spoke about there not being as much traditional sponsorship money in  UK sport any more in comparison to social media and other platforms they now use.  KR also spoke about Colin Miller wanting to pilot a Team Scotland ‘brand’ at the Scottish Open this year, collaboration between multiple sports to gain coverage usually given to football and rugby.  KS spoke about the great level of support from sportscotland but the  strategy document is very long but would like a shortened version of our  strategy that we all can understand and are aware of and tie in better  with the KPI’s.  **Register of Interests/Conflicts of Interest** - update  **Action** - KS to send his documents back to RM  **Items for future board meetings**  Board training and development  Nominations Committee  Short Life Working Groups -  KR commented that these were items from the January Away Day that have been on the agenda for the new Chair to progress.  **Action** - KR and KS to discuss and bring to a future board meeting.  **Race and Racism – From May meeting not discussed**  KR reminded the Board of the background to this item and the need to progress training and an action plan.  KR also updated that he had received positive feedback for BS from the presentation and the numbers attending the race equality conference.  KR was keen to hear from AC on how other sports are using the confidential reporting system.  AC used the example of Cricket in Scotland, 40% of membership is from the Scottish/Asian community, questions then surrounding, is the BS board a fair representation of our membership demographics?  **Action** - KR to progress the recommendations in the report for both staff and the board.  **Badminton Scotland Charity**  KR outlined how other SGB’s had developed a charity and referenced various examples. We need to understand why we want to set a Charitable Trust and not just consider the best structure to do this.  KR also spoke about the potential to work with the Russell Hogg Trust, similar to Beyond Boundaries in Cricket.  CY asked how long a charity would take to set up.  GH suggested that it can take between 12-18 months, and he emphasised how important it is that they are set up correctly.  **Action** – Further discussion to talk through the issues initially Keith, Colleen and Gordon and possibly other Board members.  **Action** – GH to discuss informally with Julie Hogg. | KR  KS  KR/KS  KR / AC  AC  KR  KR/GH/CW  GH |  |
| 5. | **Scottish Open – Update**  Peter has updated on KPI’s, KR stated tickets are going okay, expected last minute purchases so not overly concerned at this time.  BB spoke about tickets for schools, KR advised that offer going out to all schools in Glasgow and kids will have a chance to participate in development activities at the venue when the tournament is taking place, limited number as development activities are taking place on the 100m straight rather than the Velodrome this year.  GH asked about the targeting around tickets.  KR stated correspondence goes to the 10000 people we have on our database, also direct correspondence to people who follow BS on Social Media platforms, around 9000 followers on Twitter (X)  BB asked about the merchandising and if it solely must be Victor products that get sold. KR confirmed that Ransomes as part of the contract with BS, have the rights to the event and plan to have a retail stall at the venue.  **Action** - KR to have a call with members of Ransomes to discuss options on how to maximise the agreement better.  KS spoke about the deficit of running the Scottish Open and how do we fund that. KR commented that a deficit is included in our annual budgets. Due to a significant reduction in support from Glasgow and Event Scotland in recent years the event now costs BS to organize. Previously £75k cash and venue VIK.  KR advised the event this year is likely to cost BS £45000. The main challenge is converting from a public sector funding model to a commercial funding model.  GH raised concerns about what tangible benefits do we get from hosting the event.  KR outlined the benefits from hosting the event that are in the event objectives document. He also commented that there are soft benefits from hosting the event with senior staff from sport and government agencies and Board members / politicians attending.  CB advised that due to it being an Olympic Qualifying year the players that qualify for the BWF World Series events will be playing those events for the higher ranking points.  The players would like to play in the SO, but it is not part of their programme this year, but we still have a strong contingent of Scottish players that have entered.  Further Scottish Open meeting to be held on 12/09.  **Action** – KR to speak to Peter regarding the number of tickets sold, PD to feed back to the board after SO meeting on 12/09.  **Flagship Clubs – Update**  2 clubs meet the majority of criteria that we would be expecting with another 5 demonstrating strong development but not across all criteria.  KR and the team will now meet with the clubs again and create development plans for BS and the clubs to work more closely together.  Each club have different requirements from BS on what they need to grow and develop.  **Action** – KR to visit clubs and discuss the creation of development plans.  **Membership**  General consensus was that messaging needs to be clearer around affiliation and the benefits of affiliating to BS, most other major sports in Scotland already do this. KR commented that the information about the benefits of affiliation continues to be sent to club secretaries and he is meeting directly with clubs to hear first hand about their concerns with affiliation.  CY asked if we have auto renewal in place for our memberships.  **Action** – RM to speak to David Cameron if this is the case and the mechanics of auto renewal for our members.  **KPI’s – Q1 Update**  870 active members, breakdown in the CEO report of the categories.  Performance side doing well, slight concern around world rankings but it is top 15 and top 25 by end of March 2024, and we should be close to achieving this.  7 female coaches on CPD, target was 5 so have achieved this early in the year.  Really good entry number for the bonanza that seems to be helped by the Graded International selection criteria. Suggests we are reaching a wider audience.  We will have KPI’s for competitions co-ordinator, but the person is not yet in post until 4th September.  KR updated on the Engagement KPI’s. These will be completed on an ongoing basis by Nicky and the RDO’s. Broken down per RDO region, and the “description” tab shows where the stats are coming from.  KR has looked at CRM systems, but nothing that would be cost effective in price and time for RDO’s and for BS.  **Operational Plan – Q1 update**  KR happy to have more in-depth discussion at October board meeting (End of Q2)  **4 Nations Group – BWF Para Series event governance**  Event down in Sheffield was successful, at the end of the tournament there was a meeting with all the CEO’s, MOU agreed between the 4 countries.  We are the next host; KR took the lead on what governance structure should look like. If agreed KR will be chairing the stakeholders’ group that looks after the overall entity of the BWF 4 nations para.  Application will need to go to UK sport for another 4 years of funding, difficulties around Ireland as they cannot get UK sport funding.  Task as well to come up with a proper name for the event.  Board gave their approval to KR to proceed. | KR  KR/PD  KR  RM  KR  KR |  |
| 6. | **Finance Report**  Positive figure for functional areas of £874 for the year.  Some figures might be slightly different as Peter has been on holiday and Ingo was in Denmark.  Net deficit of £24000, includes projection of £45000 for Scottish Open.  Not putting a freeze on spending yet but will he holding any non-essential spend.  Will have a better idea come the end of the calendar year what we are doing.  Repairs to the SCRBC not as expensive as first thought.  **Risk Register**  Commercial Income, sponsorship are the biggest risks currently but no change in any individual risks. |  |  |
| 7. | **CEO Report**  Staffing changes are a key component of this, KR pleased to have almost a full complement of staff moving forward.  KR stated John Craig was really helpful in the integration of tournament software and JustGo.  There was discussion on the strength of the Junior players coming through to challenge players in the national squad and SDS.  Men’s and Women’s team qualifiers, Azerbaijan has chosen to host the women’s event, and as no other country came forward to host the men’s event, and as we are top seeds we are obligated by BE to host.  We could be sanctioned if we chose not to host but no one is aware what the sanction could be.  We have 3 options, we host the event, and it costs anywhere between 10-15000 pounds, we could host the event in England which would cost between 5-7000 pounds, or we could host at the SCRBC, likely to cost the same as hosting in England.  KR to ask BEC for £5000 with the preference to host in England if SCRBC not suitable for BEC.  KR ended by briefly discussing the BS awards, if anyone wants to nominate someone please do so.  **Action** – RM to clarify with Grania if website meeting took place on 21/08 | RM |  |
| 8. | **Standing Items**  **Wellbeing and Safeguarding** – KR sent round link to transgender policy Badminton England have. For discussion at the October Board mtg  **Race Equality** – No new updates  **Risk Register** – No new updates  **Membership Affiliations** – No new updates  **Meat Market Project** – KS and KR met on site with the chair of the new CIC, project now back on track, keen to get it onsite, aiming to have it completed by end of 2025/26.  Further update in October on the next stage of the process. | KR |  |
| 9. | **Committee Chair Verbal Updates**  **Engagement** – JC not in attendance.  **Performance** – CB advised performance committee still looking into player eligibility, some state 2 years residence and others state 3 years. Hopefully have something more concrete for October meeting.  CB has put herself on an anti-doping forum in November, one hour workshop to see if there is anything new that could affect BS.  CB has been asked to be part of paralympic selection in April next year as a GB board member.  GH asked about the number of people applying for the RPS and National lead coaches, concerned that not all of our level 3 coaches have applied.  GH also feels the role wasn’t sold well enough.  **Action** – RM to speak with Josh to clarify this information.  **Events** – MM stated graded international weekend was a tremendous success.  MM also said bonanza was a big success, but a guy fell on the last day and dislocated his shoulder, doctor who had been playing in tournament was still present, but this is not always the case and is a big concern but harder to get medical personal for the smaller events due to cost. | RM |  |
| 10. | **AOB**  BB spoke about trying to condense the agenda down as we are talking about important issues late at night when people are fatigued. Split the agenda down but still have the meetings within the quarter.  KS addressed the board to take the discussion offline and come back with a solution based on the suggestions. |  |  |
| 11. | **Date of Next Meeting**  Wednesday 25th October 2023 on Microsoft Teams |  |  |

**Meeting closed at 10:01PM**