



CGS Members

Date:
Time:
Location:

AGM Meeting Minutes

3 June 2019
19:30-20:30hrs
Stirling Court Hotel, University of Stirling

Attending :

Paul Bush (PB)
 Maureen Campbell (MCa)
 Michael Cavanagh (MC)
 Susan Jackson (SJ)
 Jennifer Barsby (JB)
 Bruce Cook (BC)
 Susie Crawford (SC)
 Jackie Davidson (JD)
 Margaret Ann Fleming (MAF)
 Colin Gregor (CRG)
 Alasdair MacLennan (AMaL)
 Jon Doig (JMD)
 Carolyn Morgan (CM)
 Joan Watt (JW)

Chair
 Vice Chair
 Past Chair
 Director: Finance
 Director: Equality
 Director: Commercial
 Director: Marketing
 Director
 Director
 Director: Athlete Representative
 Director
 Director: CGS CEO & Company Secretary
 Honorary Legal Adviser
 Honorary Medical Adviser

Present:

Elinor Middlemiss
 Helen Toole
 Adrienne Sunderland
 Gillian Cooke
 CGS Honorary Life Member
 CGS Honorary Life Member

Head of Games Operations
 Minute-taker – Team Services Manager
 Head of Corporate Services
 Digital & Communications
 David Webster President
 Dame Louise Martin Vice President

Scottish Archery
 scottishathletics

Bob Provan Director
 Ian Beattie Chair
 Leslie Roy President

Badminton Scotland

Ian Campbell President

Basketball Scotland

Keith Russell CEO

Bowls Scotland

Colin Gregor COO

Scottish Canoeing

Sue Beatt Chair

Scottish Cycling

Allan McMillan CEO

Scottish Disability Sport

Stuart Smith CEO

Scottish Gymnastics

Craig Burn CEO

Judo Scotland

Joyce McKellar Board Director

Netball Scotland

Gavin Macleod CEO

Scottish Rowing

Sam Hendrikson Head of Performance & Education

Scottish Target Shooting

Dougi Bryce CEO

Scottish Squash

Claire Nelson CEO

Dorothy Roberts Board Director

Amanda Cobb COO

Ian Thomson Director

Oliver Barsby COO

Mark Adderley Chair

Scottish Swimming	Maggie Still	CEO
Table Tennis Scotland	Ally Whike	Head of Performance
Tennis Scotland	Richard Yule	COO
Triathlon Scotland	Doc McKelvey	Head of Development
Scottish Volleyball	Fiona Lothian	Head of Performance
sportscotland (observer)	Margaret Ann Fleming	CEO
	John Lunn	Head of Pathways

Apologies

CGS Honorary Life Member	Colin McEachran
	Stewart Coghill
	George Hunter
SGB Members	Boxing Scotland
	Cricket Scotland
	Scottish Fencing
	Scottish Hockey
	Scottish Rugby
	Weightlifting Scotland
	Scottish Wrestling

1 Welcome

PB gave a warm welcome to all our members, especially to CGS Honorary Life Members David Webster (President) and Dame Louise Martin (Vice President). John Lunn, Head of Pathways at **sportscotland** was welcomed as an observer.

Honours 2019 New Year's List

Congratulations were recorded to CGF President, CGS Honorary Vice President Dame Louise Martin (for services to Sport) and CGS Vice Chair, Maureen Campbell OBE (for services to swimming), on their Awards received in 2019 New Year's Honours List.

2 Declaration of interest

No declarations were made.

3 Minutes of Previous Meetings

3.1 2018 CGS AGM

Minutes from the 2018 CGS AGM were considered to be a true record.

3.2 CGS Board Meeting Minutes

Minutes from June, August and November 2018 and February 2019 are on the website. April 2019 will be posted following the approval from the CGS Board Meeting earlier today.

4 Matters Arising from Previous Minutes

There were no matters arising raised from the 2018 CGS AGM Minutes or the CGS Board Meeting Minutes.

5 2018 Financial Report

SJ spoke to the Annual Financial Report previously circulated. It was noted that CGS accounts are audited in a year of a Games, in line with our Finance Policy. The audit is not required but is conducted as good practice. CGS received a positive report from the accountants, Thomson Cooper and no matters were raised. The Chair thanked the Finance Director for her excellent work.

5.2 *Quadrennial Report 2015-2019*

SJ presented a summary of accounts from 2015-2019. When assessing the financial position of Commonwealth Games Scotland, it is important to look across the full four year cycle, as the majority of expenditure occurs in year four. Whilst the financial position of CGS looks sound, especially given the current economic climate, this has been achieved through many years of careful financial management with the goal of getting CGS to a position where it can comfortably plan for future Games – two quadrennial out. The cost of sending each athlete to the Games in 2018 was £6,500 with an average cost of £4,600 per Youth Games athletes. The importance of the value of what CGS can provide and maintaining this for all our future Team Scotland athletes will require ongoing input and support from all members and partners.

CGS on behalf of the Board propose the principle of not seeking any contributions to Games costs or membership fees from our members. It should be noted that England and Wales charge per head for Games participation and seek governing body membership respectively.

Questions

A question was raised by Ian Thomson (Shooting) as to why there were costs for 2 Youth Games in the last quadrennial and was advised it was due to the realignment of the games years. It is anticipated that in future there will only be one per cycle.

6 **Chair Update**

The Chair outlined the key successes over the last Games cycle along with his own personal highlights from the Gold Coast. He noted the ongoing need to protect the position of Commonwealth Games, as it is under pressure in a congested landscape.

The Chair thanked the member sports, athletes, coaches, support staff, **sportscotland** and Scottish Government for their support.

CEO Update

The CEO gave an overview against the Strategic Plan over the last 4 years. Reference was made to objectives and key success factors and more detailed information was referred to in the Quadrennial report.

It was noted that the Birmingham 2022 Games have been prioritised by **sportscotland**, Scottish and UK Government and UK Sport.

During the last year a Public Attitude Survey and an Athlete Survey were conducted, both conveyed positive perceptions regarding Team Scotland. 64% of the public have a positive perception of Team Scotland and 98% of athletes surveyed reported a positive Games experience. Following the 2018 Games Review, implementation of the recommendations made will take place over the next three years in the lead up to Birmingham 2022.

7 **CGS Board Elections**

7.1 *Confirmation of Voting Procedures and Appointment of Scrutineers*

The following scrutineers were appointed in addition to the CEO:
Dame Louise Martin, as CGS Honorary Life Member as per the Articles and Leslie Roy, Athletics elected from the floor as a member sport representative.

7.2 *Election of CGS Board Members*

Chair

In accordance with procedures, with one nomination for the position of Chair being received, Paul Bush was confirmed as elected.

Vice Chair

In accordance with procedures, with one nomination for the position of Vice Chair being received, Maureen Campbell was confirmed as elected.

Election of Ordinary Directors

Four nominations were received for two positions on the CGS Board. In accordance with procedures, each nominee gave a presentation for one minute. Two rounds of voting took place resulting in Susan Jackson and David Bond being elected.

Thanks were given to Joyce McKellor and Alasdair McLennan for putting themselves forward. In particular Alasdair's contribution as a Board Member and as a Team Manager at four Games was acknowledged.

8 Games Update

EM outlined key B2022 Games and Team Scotland Planning dates and processes.

It was outlined that the information required to determine the type of Team CGS will send to B2022 Games will not be available until after the CGF General Assembly in September 2019. CGS will look to agree the principles with our members towards the end of the year and build these into the General Selection Policy.

Key dates

- By end of 2019:
 - Decision on type of Team
 - Decision on final preparation camp
 - Decision and commitment to Performance Centre
 - General Selection Policy published
- January 2020 – March 2021 – Sport specific selection policies developed
- May 2020 – General Team Management recruitment
- July 2020 – Team Manager recruitment
- August 2020 – Preparation Programme commences
- Early 2021 – Selection Period Opens
- 27 July – 7 August 2022 – Birmingham Commonwealth Games

9 Any Other Competent Business

MC announced to the floor that Katriona Bush, who has worked with CGS in Marketing and Media over last 19 years, is moving on from the organisation. We are sure you would all join in thanking her for her service supporting both Teams, CGS and members and wish her all the best for the future.

The meeting was closed at 20:30hrs.

Approved 3/9/2020