

**Date:** 20 May 2021  
**Time:** 19:00-20:00hrs  
**Location:** Zoom Virtual Conference

**Attending:**

Paul Bush	Chair
Maureen Campbell	Vice Chair
Michael Cavanagh	Past Chair
Bruce Cook	Director: Commercial
Jennifer Barsby	Director: Equality
David Bond	Director: Wellbeing
Susie Crawford	Director: Marketing
Jon Doig	Director: Company Secretary
Susan Jackson	Director: Finance
Margaret Ann Fleming	Director
Colin Gregor	Director: Athlete Representative
Carolyn Morgan	Honorary Legal Adviser

**Present:**

Elinor Middlemiss	Head of Games Operations
Colin Millar	Head of Marketing and Communication
Adrienne Sunderland	Corporate Services Manager
Helen Toole	Team Services Manager
Gillian Cooke	Digital Services & Communications Officer
Danny Cockroft	Programme Administrator – Minute Taker

**Organisation:**

	<b>Delegate Name</b> (voting delegate in <b>bold</b> ):	<b>Position</b>
Scottish Archery	<b>Pip Tucknott</b>	Director Athlete Progression
Scottish Archery	Vincent Bryson	Chief Executive Officer
Scottish Athletics	<b>Ian Beattie</b>	Chair
Scottish Athletics	Leslie Roy	Director
Badminton Scotland	<b>Keith Russell</b>	CEO
Basketball Scotland	<b>Stephen Ferguson</b>	Chair
Bowls Scotland	<b>Alan McMillan</b>	CEO
Bowls Scotland	Sue Beatt	Chair
Boxing Scotland	<b>Craig McEvoy</b>	Performance Director
Scottish Canoe Association	<b>Fred Nelson</b>	Honorary Vice President
Cricket Scotland	<b>Tony Brian</b>	Chair
Scottish Cycling	<b>David Somerville</b>	Head of Performance & Coaching
Scottish Cycling	Nigel Holl	SC Board Director
Scottish Disability Sport	<b>Gavin Macleod</b>	CEO
Scottish Fencing	<b>Paul Vaughan</b>	Director

Scottish Gymnastics	<b>Doc McKelvey</b>	CEO
Scottish Gymnastics	Brian Ewing	Chair
Scottish Hockey	<b>Martin Shepherdson</b>	Chair
Judo Scotland	<b>Euan Burton</b>	National High Performance Coach
JudoScotland	Rick Kenney	Vice President
Scottish Rowing	<b>Amanda Cobb</b>	COO
Scottish Rugby	<b>Graham Law</b>	Corporate Affairs & Stakeholder Manager
Scottish Squash	<b>Mark Adderley</b>	Chair
Scottish Squash	Maggie Still	CEO
Scottish Swimming	<b>Euan Lowe</b>	CEO
Scottish Swimming	Ally White	Performance Director
Table Tennis Scotland	<b>Richard Yule</b>	COO
Scottish Target Shooting	<b>Oliver Barsby</b>	COO
Scottish Target Shooting	Kenneth Silver	Chair
Tennis Scotland	<b>Denise Irvine</b>	Head of Operations
Triathlon Scotland	<b>Gavin Calder</b>	President
Scottish Volleyball	<b>Keith Macleod</b>	Board Director - Marketing & Sponsorship
Weightlifting Scotland	Richard Tawse	Director of Finance
Scottish Wrestling	<b>Vasile Jornea</b>	Performance Executive

**Observers:**

<b>sportscotland</b>	John Lunn	Sports Development Head
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**Apologies:**

CGS Honorary Life Member	Dame Louise Martin
President	David Webster
Life Member	Joan Watt
Life Member	Colin McEachran
Hon Medical Adviser	Niall Elliott

- 1 **Welcome**  
PB gave a warm welcome to all our members joining us for our second virtual AGM, hosting delegates from 26 sports, a record attendance for a CGS AGM. Apologies were noted. The meeting acknowledged the sad passing of former athletes and team managers in Betty Forsyth (Bowls), Scott Murray (Wrestling), and Graeme English (Wrestling) with a period of silent reflection.
- 2 **Declaration of interests**  
There were no declarations of interest.
- 3 **Chair's Opening Remarks**  
PB reflected how challenging the past 15 months have been for all and whilst COVID restrictions are easing, recovery is fragile. There will be an undoubted impact on us all leading up to and well past the Games in Birmingham in 2022, with many challenges ahead.

PB paid tribute to those in member sports and partners in **sportscotland** and Government, who have risen to the challenge and kept things moving and welcomed the appointment of the new Sports Minister, Maree Todd. Likewise, athletes were thanked for keeping faith, refocusing their training and contributing to their communities during this challenging time.

The focus over the coming months will be directed to Tokyo for the Olympics and Paralympics and while the uncertainty over these events will affect Birmingham 2022, the excitement and optimism in how Great Britain and its Scottish athletes and wider Team will perform will have a positive impact on Team Scotland and the Games in 2022.

2020's AGM stated the concern that the 2026 Games were without a host and it is concerning to report that this has still not been resolved. The importance of the Commonwealth Games is reflected in Team reviews and Athlete surveys, and as such 2026 is the biggest Risk identified by the Board. CGS will continue to work with the CGF to prioritise a resolution to enable all of us to plan forward. Member sports will be kept updated.

Elections for two new Board members will take place later in accordance with good governance principles in an online voting process. PB paid tribute to the contributions of Margaret Ann Fleming who stands down after two terms.

Finally, PB reflected that as we continue to face these difficult times, we reaffirmed our commitment to work with all our sports and other partners to continue to use Team Scotland and its resources to inspire and make Scotland proud in the next year and beyond.

## **4 Minutes of Previous Meetings**

### **4.1 2020 CGS AGM**

Minutes from the September 2020 CGS AGM were agreed to be a true record with the approval motion was proposed by Vincent Bryson (Scottish Archery) and seconded by David Somerville (Scottish Cycling).

### **4.2 CGS Board Meeting Minutes**

Minutes from September and November 2020 and February and April 2021 had been placed on the Team Scotland website (<https://www.teamscotland.scot/about-us/board/>). Questions on any items were invited with none received. It was stated May 2021 will be posted following their approval at the CGS Board Meeting earlier today.

## **5 Annual Accounts**

The 2020 Accounts signed off by the Board had been circulated to those present at the AGM through the website. SJ gave an overview of the accounts and made some general comments.

Overall, CGS' Financial Position is strong, secured in the main through investments made possible by the Birmingham 2022 Joint Marketing Agreement - most of which has been received and in accountancy terms is spread across the 4-year cycle. Maintaining this secure financial base which supports our core operations and programmes including Games preparations and delivery is critical.

Thanks to careful management through Aberdeen Standard Investment our investment values are currently higher than the value at the end of the financial year of

2020. We continue to hold a sizeable element in cash investments to mitigate against Risk relating to major negative changes in the stock market.

We are acutely aware of the long-term requirement for the funds and will continue to regularly review and adjust our budgets and investment approach as required.

With this being our non-Games year, it has been a period of review with changes made to our accounting and operating systems and the staff were thanked for their efforts in these difficult times.

In terms of the environmental context, we are strongly protected through the JMA for Birmingham, reducing reliance on direct sponsorship in a difficult market. For the 2026 Games it is less certain as we will re-enter the sponsorship market without the JMA certainty. Most likely there will be an overseas Games host, with potentially a different Games model which includes a Commonwealth Youth Games and financial environment in terms of public support severely impacted by COVID-19 which is focusing on economic recovery.

SJ re-affirmed the key financial principles which will guide us through to 2026 and beyond:

- Planning for the longer term, keeping investment strategy under regular review.
- Finances will continue to be aligned with supporting Games preparation and the Team.
- Continue to work with partnerships and not charge subscriptions to members.
- Costs will be carefully and appropriately managed.
- Where appropriate, utilise the charitable status of the Team Scotland Youth Trust to help leverage work.

## **Annual Report**

JMD gave an overview of the annual report which had been circulated to those present at the AGM through the website.

The Annual Report reports against key outcomes in the redeveloped Strategic Plan released last year and reflects activity in the third year of this Games cycle, which has increasingly focused on planning for 2022 while managing around the pandemic. Key highlights were presented for attendees in graphic form during the voting process.

## **6 Voting of Directors**

JMD confirmed the receipt of nominations from governing bodies for four candidates for the two positions as an Ordinary Board Director, for a term period of four years from 2021 until 2025. Candidates were Jennifer Barsby (Scottish Disability Sport), Sue Beatt (Bowls Scotland), Nigel Holl (Scottish Cycling), and Richard Tawse (Weightlifting Scotland).

Information including role description, ideal person specification, candidate statements, individual skills matrixes and candidate videos had previously been circulated in advance of the meeting. CGS had partnered with an external company, Mi-Voice electoral services, to independently administer the voting process with CGS Hon Legal Advisor Carolyn Morgan also overseeing the voting process.

24 voting delegates were in attendance, therefore the 50%+1 threshold for a candidate to be elected was 13 votes. Following a trial voting process one round of voting took place resulting in Jennifer Barsby and Nigel Holl being elected. They were

congratulated by the Chair and Sue Beatt and Richard Tawse thanked for putting themselves forward.

## 7 **Toward Birmingham 2022**

EM presented on planning towards Birmingham 2022 over the next 12 months.

- All team policies will be reviewed and finalised with consideration of existing ones and developing new ones that are required with the ever-changing environment between Game cycles.
- The Athlete selection period is now open and will be conducted in two phases. Phase one of the selections will take place towards the end of 2021 and the second phase from the 15/05/2022. Final selections will be confirmed by the CGS selection committee by the 30/05/2022.
- General Team Management and Sport Team Managers have been appointed and further staff appointments will continue through 2021 and 2022. This will involve sport specific support teams, media and medical teams.
- Team kit will continue to be designed and developed through 2021, including leisure wear, competition kit and formal wear.
- The preparation programme will continue through 2021 and 2022: consisting of readiness and testing discussions between Team Scotland and sports, as well as site visits. Workshops for GTM and STM will continue along with regular communications.
- A key element of the preparation programme will be consideration of the requirements for delivery under the new multi village model, consisting of three villages in Birmingham and one in London.

It was advised that Birmingham 2022 are planning a Games under COVID-counter measures; Team Scotland internal plans will be reflecting this.

JMD presented on Accreditation and Ticketing.

- The CGF are currently reviewing accreditation numbers and privileges for both Team and Non-Team guests. Both directly link to team athlete numbers. Based on this, current plans are to continue the policy of an Accreditation for each member sports for the period they have competitors in the Games. This will be for a senior representative of the sport (Chair/President/CEO/Performance Director).
- We are currently awaiting detailed ticketing information from Birmingham but have been advised a window to order tickets via CGS will be made available between June and August. Once offered and confirmed we will have until the end 2021, dates TBC to pay/release tickets back. More information will be given to CEOs next month following receipt of the information

## 8 **Any Other Competent Business**

No other issues were raised.

## 9 **Close**

The meeting closed at 20:00hrs.