



RCCC Board meeting minute

27th November 2023 - online via Zoom

Adopted on: **Pending**

Last reviewed on: 2021.MM.DD

Attendee	Role	Attendance
Fraser Montgomery	Chair	Online
Vinny Bryson	CEO	Online
Alan Hannah	Director	Online
Maureen Parker	Co-opted Director	Online
Eilidh McCall-Lawrie	Head of Sport and Communities	Online
Suzy Wakefield	Head of Operations	Online
Janine Wilson	Director	Apologies
Jim Raeburn	Director	Online
Keith Prentice	Director	Online
Liz Burton King	Director	Online
Logan Gray	Director	Online
Mairi Milne	Director	Online
Alister Asher	Vice President	Online
John Slater	Independent Director	Online
Susan Nimmo	Independent Director	Online
Fiona Lilley	sportscotland Partnership Manager	Apologies
Rebecca Murphy	SSA support (minutes)	Apologies

1. **Welcome, Apologies, Declarations of Interest**

Apologies from Janine, Fiona and Rebecca. No change to DIO.

Graham Lindsay attended to give a verbal report on the project he has been working on with Janine around the assets held by the RCCC. This work is still ongoing.

The Board thanked Graham for his work to date and supported his suggestion to continue and make sure the asset register and relevant insurance where applicable



Royal Caledonian Curling Club trading as Scottish Curling

Cairnie House, Ingliston Showground (East Gate), Newbridge, EH28 8NB

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2. Items for Approval/Decision

- Health & Safety Policy

Report Circulated

- Finance Procedures & Control Manual

Report Circulated

- Data Protection Policy

Report Circulated

- Redundancy Policy

Ⓐ Vinny/Suzy - will email all board members with the policies listed for the meeting that were not discussed, asking for their vote on whether they approve them or not [27/11/2023.03]

Report Circulated

- Moving AGM Online

Report Circulated

Vinny - 3 options: Online, Hybrid, In Person.

Board Discussion:

The Board reviewed the pros and cons of each approach and concluded on an in person AGM with a live stream - though no votes or questions from online, subject to costs.

☑ Overall Board largely in favour of in person AGM depending on financial implications

Ⓐ Jimmy - to get costings for Hamilton Rink to hold the AGM, broadcasting (recording without voting rights)[27/11/2023.04]

Pledge Support for Hosting 2025 Wheelchair Championships in Scotland

A report from the CEO was considered and discussed

☑ Board response - In principle the board are interested in being part of the hosting 'team', however need clarification on a number of items - partners, financial risk, additional resources etc

Ⓐ Vinny - clarify who the potential partners will be (BC, WCF, IOC?) for hosting the 2025 Wheelchair Championships in Scotland and clearer picture and reassurance of the financial risks and additional resources, separate to the existing team required either by January board meeting or earlier [27/11/2023.05]

- Pledge Support for Hosting Men's World Championships 2029 - Report Circulated

Fraser - This was not part of our plans, and there is some financial risk, but it is a marquee event. UK Sport will only endorse a host if RCCC and BC are aligned

Data from previous hosting does not indicate an increase in membership afterwards and it is not an Olympics qualification season.



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Another consideration, single gender events do not usually attract outside funders, especially without the Wheelchair athletes

What if there is no other venue to host for 2029? It may require a government contribution in order for it to go ahead.

Decision - Board is interested, but requires further information, authority given for Vinny to take an exploratory step with UK Sport.

- SportOrg - Do we support the change away from British Curling? - Report Circulated

The Board received an update from the Chair on SportOrg and its potential implications for curling.

3. *Items for Discussion*

- People
Wellbeing and Protection Board Presentation - Catriona, Development and Safeguarding Officer

Sportscotland & Children First have 8 standards and a minimum of 31 criteria (RCCC need to demonstrate they adhere to these standards as part of their funding)

PVG & Child protection - Nicola looks after the administration of PVG's, which need to be updated every 3 years

Child Protection & Wellbeing in Sport/Officer training - Catriona and Emma look after the administration and make sure these are up to date

Child Well Being and Protection in Scotland - 4 Clubs involved in Sportscotland pilot programme

New Safeguarding Network for Clubs

Ⓐ Catriona - Will share information on the 'New Safeguarding Network For Clubs' (once it is finalised) with Maureen and Jimmy so they can distribute to LSC and ASC [27/11/2023.06]

Membership database updates - coaches and volunteers can now see their own data, and they will soon get automatic alerts when their certificates are about to expire.

Ⓐ Eilidh - Will circulate the updated Safeguarding Policy at the January meeting [27/11/2023.07]

Regarding safeguarding of the elderly - Curling, similar to only a few other SGB's has a largely older membership. There needs to be more work done and most training on this issue occurs in England. But RCCC are aware, and the next time 'Safeguarding' is presented at a board meeting, this will be discussed further. Case Management Group are looking at pilot sports to investigate this further.

Ⓐ Fraser - Will speak to BC regarding their Safeguarding policy, which currently links in with RCCC's [27/11/2023.08]

- Places
Ayr - Alan and Keith gave a verbal report
Perth - Vinny gave a verbal report



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4. Governance

- CEO Update - Flash report circulated
- Financial Q2 - Audit committee reviewed Q2 and found that they are on track
- Nominations - Committee getting prepared for next year's elections, the process will be set out early in the new year.
- Risk Register - Continue to update, Janine will update at the January board meeting
- Safeguarding - No live issues to flag to board at the moment
- Minutes Approval

5. AOB & Any Other Feedback

The President encouraged RCCC to investigate alternative legal structures regarding local authorities and financial implications of rinks at risk of closure so that RCCC are ready to act and facilitate where needed and project manage the current situation.

KPMG Audit Feedback - largely as expected, a few actions to be taken, but nothing the board needs to be concerned about

A Competitions Committee - There has been feedback about the Seniors Draw was changed 5 weeks after it was published. Raised to the board and it will be resolved [27/11/2023.13]

A Action Summary

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D Decision Summary

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