

SCOTTISH COUNCIL EXECUTIVE COMMITTEE
Minute of meeting held on Saturday, 19 November 2016, 11.00 – 15.45
at Scottish Environment Link Office, Shore Road, Perth

92/16 ATTENDANCE

SCEC

Alison Mitchell – convener	Vic Royce (part meeting only)
Andy Malby – vice convener	Siggi Skulason
Alistair Cant – hon treasurer	Douglas Tullis
John Andrews	Catherine Watt
Liz Lawie	Catriona Webster

Staff and Board of Trustees

Brendan Paddy, interim director for Scotland
Natasha Clayton, interim chief executive (via conference call at 14.00)
Des Garrahan, chair of Ramblers GB
Jeannie Cranfield, delivery officer
Faye Henderson, area and governance administrator

93/16 WELCOME AND APOLOGIES

Alison Mitchell, convener, welcomed everyone to the meeting. In particular to Douglas Tullis, who has recently been co-opted onto Scottish council executive committee (SCEC). It was also Brendan Paddy's first meeting in post. Thanks were also given to Des Garrahan for attending the meeting. It was noted that Natasha Clayton would be joining via conference call at approx. 14.00.

94/16 GENERAL ANNOUNCEMENTS

Alistair Cant advised that he plans to continue as hon treasurer and will stand for the position at Scottish Council 2017. As it was the first SCEC meeting for Douglas Tullis, everyone introduced themselves and the role they have in Ramblers Scotland.

Brendan Paddy gave a short verbal update regarding his first six weeks in post. He noted that Jess Dolan had left detailed handover notes and he was having regular conversations with Alison Mitchell. Brendan has been out walking with various groups and is very much enjoying getting out to meet members.

Alison Mitchell advised that she had agreed that John Andrews could flag up under AOB an item on Access which she had been advised of after the agenda had been circulated and which was considered an item of urgency.

95/16 DECLARATIONS OF INTEREST

The Convener, Alison Mitchell, requested any declarations of interest. Des Garrahan, as chair of the Board of Trustees (BoT), declared an interest as an ex-member of staff of the Ramblers GB who has a deferred pension arising from his participation in the Ramblers pension scheme.

96/16 APPROVAL OF MINUTE FROM SCEC AUGUST MEETING (APP1)

Alison Mitchell asked if there were any amendments to be made to the August SCEC minute. The following amendments were made:

- Inclusion of Helen Todd in the staff attendance
- Typo in 86/16 title 'meal' to 'medal'

Subject to the above amendments being made, the minute was proposed by Andy Malby and seconded by Catherine Watt. Faye Henderson to make proposed amendments to minute and send to Alison Mitchell for signing.

AP1 - Faye Henderson to make proposed amendments to minute and send to Alison Mitchell for signing.

97/16 ACTION POINTS FROM SCEC AUGUST MEETING (APP1A)

- 86/16, AP10: Rob Burns to be invited to future SCEC meeting is ongoing
- 90/16, AP13: Faye Henderson to type up and circulate area discussion

All other action points from August SCEC meeting have been completed.

98/16 FINANCE REPORTS (APP2, APP2A AND APP2B)

Treasurer, Alistair Cant, presented the central office finance report (App2) which states the draft final figures for the financial year. Alistair answered questions and the report was accepted by SCEC.

Alistair Cant presented the Scottish Council Accounts (App2A). As there was a large carry forward from the previous years of, £9,000, Scottish Council and the Walk Leadership project both received large sums of money. Therefore there is currently just under £3,000 in this account. Alistair also highlighted that as the budget for Scottish Council 2017 has been transferred to the staff operational budget, there will be less overall spending through this account. Alistair noted that as discussed in the June SCEC meeting, the campaign fund has been transferred to the main bank account so everything is held in one place. The closing of under-used bank accounts is being encouraged across the whole GB organisation to reduce banking charges.

Alistair Cant and Alison Mitchell presented the Scottish Ramblers Gathering account (App2B). Alison Mitchell noted that the short term loan to Edinburgh Young Walkers would be re-paid and the account will be independently examined and submitted to Scottish Council 2017.

99/16 SCOTTISH COUNCIL 2017/2018 (APP3 – APP3E)

Jeannie Cranfield updated SCEC on the Scottish Council 2017 draft programme. After discussion the following action points were agreed for Jeannie to amend/add into the programme:

- Drop twin room booking by ten
- 11.30am for SCEC meeting on Sat 11 March 2017
- Catherine Watt offered to lead walk up onto Sherrifmuir but would have to be back by 11.30am
- SCEC to network during buffet lunch on Saturday – write into programme
- Move Approval of Order paper to Sunday morning
- Include nomination and election of all Honorary Officers (President, Treasurer), could be at the same time as Convener
- Des Garrahan or Vanessa Griffiths could do speed workshop on relationship with Ramblers GB
- Alison Mitchell agreed to do a presentation on European Ramblers Association
- Make sure attendees move round either clockwise or anti clockwise for workshops so it is not chaotic and number the tables
- Change programme to say bar opens, rather than Drinks at 6.30pm so it is clear it is not complimentary
- Go ahead with selling tickets for the talk and dinner and look into credit card/online payment
- Change to Dick Balharry Memorial Talk, not lecture. Alison Mitchell to speak about Dick Balharry and Andy Malby to speak about Will Copestake
- Involve Will Copestake in outside event
- Add that SCEC nominees stand up at end of Motions so people know who they are voting for
- Add more time for the walk leadership slot as people will want to hear about the programme
- Helen Todd to do a longer session on policy, include Pathwatch App and make it interactive
- Subgroup for photo competition – Catriona Webster, Alison Mitchell, Catherine Watt and John Andrews
- Jeannie Cranfield to come up with list of stalls, include Xchange stall, Mountains and People, SYHA
- Make the coffee break on Saturday longer
- Jeannie Cranfield check where people can eat packed lunch (make sure veggie option)
- Add how to book accommodation to 1st mailing in December 2016
- Make it clear on 1st mailing the change to election process, anyone who has been a member for longer than 12 months can stand
- Check 1st mailing text with Alistair Cant before sending
- Do dummy run of Eventbrite, staff to book on, check for errors
- Ask a few people to have prepared talks to cover gaps in programme. Show Ramblers Scotland relationships with other organisations: Helen Todd – LINK, Alison Mitchell – European Ramblers Association or North East Mountain Trust

It was noted that Ramblers Scotland has gone a year without a President. Therefore, Faye Henderson to collate a suggestion of possibilities and discuss with Alison Mitchell.

Jeannie Cranfield flagged to SCEC that Scottish Council 2018 is likely to have a much lower budget and therefore they should start to think about what they want to achieve through Scottish Councils and the purpose of the AGM. Jeannie Cranfield put together App 3E with 2018 options and this will be discussed at a later SCEC meeting.

SCEC praised Jeannie Cranfield for her work on Scottish Council and were agreed that the programme is very broad and outward thinking.

AP2 – Jeannie Cranfield to make proposed amendments to the Scottish Council 2017 programme

AP3 – Faye Henderson to collate a suggestion of possibilities for President and discuss with Alison Mitchell.

AP4 – SCEC to discuss Scottish Council 2018 at a future date.

100/16 CONFIDENTIAL MINUTE

Confidential minute discussed

AP5 – Des Garrahan to liaise with Ramblers GB and Brendan Paddy.

101/16 SAFEGUARDING (APP4 – APP4G)

Brendan Paddy, interim director for Scotland, provided SCEC with some background information on why Ramblers Scotland was introducing safeguarding guidelines and procedures. This is a condition on **sportscotland** funding and once they are in place this could lead to a realistic expectation of receiving more funding. There has been support from Ramblers GB on creating a safeguarding policy and will strengthen the relationship with **sportscotland**. Jeannie Cranfield explained the safeguarding guidelines will sit with an online toolkit. Children 1st have worked with Ramblers Scotland on these guidelines and have made recommendations. As Ramblers Scotland has minimal involvement with under 18s the safeguarding guidelines would be rolled out appropriately. App 4D, disciplinary procedure for volunteers, was highlighted as disputes of this nature would be dealt with firstly by the group or area. However, only BoT has the authority to formally cancel the membership of someone through this policy. Douglas Tullis had several observations regarding the safeguarding papers. Therefore SCEC approved the papers in the interim and Douglas to work with Jeannie regarding any comments on these papers.

AP6 – Jeannie Cranfield and Douglas Tullis to liaise on safeguarding guidance and procedures.

BREAK (12.50-13.15)

Vic Royce gave his apologies and left the meeting during the break as he was not feeling well.

102/16 NATIONAL YOUNG RAMBLERS WEEKEND (APP5)

Andy Malby, vice convener, gave an update on the national young Ramblers weekend. There has been a lot of interest in this event and so far seventy-nine deposits have been received. A detailed schedule of walks is still to be produced however there has been interest in walking locally in Edinburgh and travelling further out of Edinburgh to walk the easier Munros. Andy Malby advised that he had received money from the local area and group. Alison Mitchell stated that the Gathering could sponsor some element of this event. The event will take place 5 May to 7 May 2017 and Andy Malby will give another update at the next SCEC meeting.

AP7 – Andy Malby to give update on National Young Ramblers Weekend at the next SCEC meeting.

103/16 SCOTTISH RAMBLERS GATHERING (APP5A)

Alison Mitchell gave an update on the Gathering 2017 which is being organised by the Cumbernauld and Kilsyth group with assistance from Alison. The Gathering will take place in Newtonmore in the Highlands from Friday 28 April to Monday 1 May 2017. A range of walks will be available and there will be a speaker on the Sunday evening. Jeannie Cranfield enquired if potential Ramblers members could attend short walks over this weekend. Alison Mitchell said she would take counsel on this and get back to Jeannie.

AP8 – Alison Mitchell to take counsel regarding if potential Ramblers members could attend short walks at the Gathering 2017.

104/16 AGENDA COMMITTEE (APP6)

Barry Pottle, agenda committee convener, had previously asked for clarification over an issue that arose during Scottish Council 2014. The issue in question was whether a member of the agenda committee should disclose an 'interest' in a motion relating to their group or area and still be able to take part in the agenda committee discussions. After discussion SCEC agreed that the agenda committee is necessary to ensure appropriately worded motions are submitted to Scottish Council. Therefore SCEC is in agreement that Route A of App 6 should be taken and option 6, to amend the Standing Orders, should be put to Scottish Council 2017. The aim of option 6 is to amend the Standing Orders to state that if anyone on the agenda committee has an 'interest' in the motion then it should be declared but then the person(s) can still take part fully in the discussion and decision at the agenda committee. The Order Paper produced by the agenda committee to present to Scottish Council would list the interests declared. If Scottish Council then had any issues with the 'interests' declared then Scottish Council would need to

discuss these and reach a decision as part of the process of approving the Order Paper. SCEC agreed that Douglas Tullis should be involved in the re-wording of the Standing Order amendment and he should liaise with Alistair Cant on this.

SCEC nominated Douglas Tullis to represent them at the agenda committee.

AP9 – Douglas Tullis and Alistair Cant to work together on working of Standing Order amendment in relation to the agenda committee.

105/16 BUSINESS PLAN UPDATE AND STRATEGIC FRAMEWORK (APP7, APP7A)

Brendan Paddy, interim director for Scotland, provided an update on the business plan progress. Brendan went through each of the sections; connecting people through Ramblers Scotland, a Scotland designed for walking, helping everyone find their feet and leading from the front. Brendan highlighted any items where progress has been slower than expected and answered any questions. There was discussion around the Walk Leadership questionnaire which was sent to all walk leaders. Brendan stated that response rate to the survey was excellent however there was some sensitivity around qualifications. Brendan confirmed that the cover letter to the survey made clear that qualifications were not compulsory and that experience counts for a great deal. It was agreed that if the survey was read in isolation then there could be some confusion around our position on qualifications. Brendan agreed to look at the covering letter, address concerns and gather more feedback around the questionnaire and cover letter.

Natasha Clayton, interim chief executive, joined the meeting via conference call.

John Andrews gave an update on Walnut Grove which is an issue still being addressed. The Access Forum is also looking into what next steps can be taken and John will keep SCEC updated. Brendan continued to update SCEC on various campaign issues such as the Big Path Watch App, hill tracks, Loch Lomond and Trossachs, OS maps and walking for health.

Brendan gave an update on membership, which is steadily increasing in Scotland. However there is still more data to be collated around the reason for this increase and how effective Walk About was regarding increasing membership. It was agreed that Brendan would look into more details around how Walk About affected membership numbers. There was discussion around the difficulties of new members only joining areas and not groups. Therefore new members are not being included in group mailing lists. It was agreed there needed to be an option for new members to join an area without joining a group. However, it was agreed the clarity around the wording of options needed to be improved. It was agreed Brendan would discuss with the membership team how to ensure members are signed up to the correct group or area depending on their interests. Members who do not want to attend group walks or receive emails regarding group walks must be given the option

to sign up solely to an area. Brendan gave an update on the Ramblers Scotland staffing. He confirmed that all staff bids were approved at the September Board of Trustees meeting.

SCEC thanked Brendan Paddy on his update.

AP10 – Brendan Paddy to look at the covering letter, address concerns and gather more feedback around the questionnaire and cover letter.

AP11 – Brendan Paddy to look into how Walk About festival related to membership increase.

AP12 – Brendan Paddy to liaise with GB membership team regarding the clarity of wording when signing up to a group or area.

106/16 DISPUTES AND COMPLAINTS (APP8)

Natasha Clayton gave an update regarding a new complaints and disputes policy and supporting guidance. Natasha explained the terms of the paper, clarified the term “localism” and noted that the policy ensures investigation takes place at the appropriate level by the correct person. It has been agreed that powers regarding the imposition of sanctions should be devolved to SCEC and this will be made clear in the revised devolution agreement. Natasha clarified questions and stated that in the case of areas in abeyance, if the situation is minor then this can be dealt with by the group with staff support if necessary. It has yet to be decided if this new policy will be introduced at General Council 2017 or 2018.

107/16 AREA WORKING GROUP (APP9)

Natasha Clayton updated SCEC regarding the area working group which was established after the September BoT meeting. At the September meeting the BoT heard a report on the status of areas and appropriate recommendations. As a result of this an area working group was formed who will look at the recommendations more closely and report back to the BoT regarding areas on a regular basis. Natasha stated that the working group would focus on areas who are in or close to abeyance. The working group will focus on English areas with SCEC being given responsibility for Scottish areas. Alan Norton, chair of the Welsh council executive committee, is part of the working group in order to voice devolution matters. The working group is currently focused on having a clear description stating what areas are for and listing the responsibilities of the BoT, SCEC, staff and areas. The working group will also ensure the areas are briefed with our new vision and strategic framework documents.

108/16 NETWORKS AND AREAS (APP9A)

Faye Henderson, area and governance administrator, provided SCEC an update on networks. Faye reminded SCEC of their previous discussion around areas and why networks were being explored. Faye proposed aims, objectives and a model for networks all of which SCEC accepted. Therefore Faye will work with Ramblers Scotland staff to progress the work on networks and provide an update at the next SCEC meeting in February.

Faye Henderson asked SCEC to keep in mind how networks will fit in with areas and there should still be a focus on the area currently in abeyance (Renfrewshire, Cowal and Bute). SCEC agreed that the four groups in this area should meet to have a general discussion around what support they require. This would also be a good time to make plan to get the area up and running again. Faye Henderson will work closely with the area support officer in England, Christine Hathway around any outcomes of the area working group and keep SCEC updated.

AP13 – Faye Henderson to progress networks and provide update at the next SCEC meeting in February.

AP14 – Faye Henderson to arrange meeting with the four groups in the Renfrewshire, Cowal and Bute area currently in abeyance.

109/16 CROSS PARTY PARLIAMENTARY WALKING ROUP

Cat Webster gave a verbal update on how Ramblers Scotland can get involved in a cross party parliamentary walking group. SCEC were in agreement this is a good thing to get involved with, therefore John Andrews will get in touch with MSP Roseanna Cunningham's private secretary. Brendan Paddy will also get in touch with Kim Atkinson at Scottish Sport Association.

AP15 – John Andrews to get in touch with Roseanna Cunningham's private secretary.

AP16 – Brendan Paddy to get in touch with Kim Atkinson.

110/16 SEARCH SUB GROUP (APP10, APP10A)

Alistair Cant stated that the search sub group had met to discuss co-option and recruitment for SCEC at Scottish Council 2017. The group has put together some background and information about joining SCEC that will be circulated in December issue of Walk Magazine, e-newsletter and will be mentioned at area AGMs. Alistair stated that all of the documentation for co-opting has been put together, however there are no short term plans to act on these until after elections at Scottish Council in March 2017.

111/16 AOB (APP11)

Faye Henderson stated that there is now a SCEC paper submission template available. Therefore this template should be followed for any future SCEC papers. Faye will circulate the template to all members of SCEC and also make it available on the wiki.

John Andrews highlighted to SCEC an access issue that has come up in the Stanley and Luncarty area. This is regarding the Council trying to create a new core path and abolishing a current core path. However this would block access to a common walker and cyclist path. SCEC debated the pros and cons of moving a core path in this instance. It was agreed that an access sub

group should be set up to explore this issue more closely. John Andrews, Douglas Tullis and Alistair Cant all volunteered to be part of this sub group. They will work closely with Ramblers Scotland Campaign and Policy Manager Helen Todd.


Alison Mitchell closed the meeting by reminding SCEC the next meeting will be held 9 February 2017 in Edinburgh, and location is still TBC. Alison thanked Natasha for attending the meeting via teleconference and stated she will be meeting with the new chief executive, Vanessa Griffiths, the following week.

Alison wished everyone a happy Christmas and New Year.

AP17 – Faye Henderson to circulate SCEC paper submission template to SCEC and upload onto wiki.

AP18 – Access sub group (John Andrews, Douglas Tullis, Alistair Cant and Helen Todd) to discuss Stanley and Luncarty access issue.

End of minute.

SIGNED: 
Alison Mitchell
Ramblers Scotland Convener

DATE: 21/02/2017