

May 2019 Scottish council executive committee minute

SCOTTISH COUNCIL EXECUTIVE COMMITTEE
Minute of meeting held on Wednesday 8 May 2019, 4:30pm – 8:45pm
AK Bell Library, Perth

31/19 ATTENDANCE

SCEC

Ronnie Forbes – convener	Jay Wilson
Alison Mitchell – vice convener	Elly Macdonald
Alistair Cant – hon. treasurer	Linda Moyes
Andy Malby	Trevor Jones

Staff

Jess Dolan, director for Scotland
Jessica Browning, governance and events administrator
Jeannie Cranfield, delivery officer
Sam Knight, young adult development project officer
Helen Todd, campaigns and policy manager
John Nicholls, volunteering and quality assurance officer (6:30pm-7:45pm)

Other

Kate Ashbrook, chair, GB board of trustees, via GoTo (5:30pm-6:15pm)

32/19 WELCOME AND APOLOGIES

Apologies were received from Douglas Tullis and Ben Dolphin.

Jess and Ronnie introduced App 1. Jess noted that this will be her last SCEC meeting and gave a short statement.

33/19 DECLARATIONS OF INTEREST

Alison noted that she and Elly may have to withdraw when the Scottish Council Challenge 2019 item is discussed as there is a Grampian area application and both serve on this committee.

34/19 APPROVAL OF MINUTES FROM SCEC FEBURARY MEETING (APP 2) AND SCEC MARCH MEETINGS (APP 2A)

February minute: Proposed Andy Malby, seconded Alistair Cant.
March minute: Proposed Alistair Cant, seconded Andy Malby.

Group and area titles need to be adhered to and SCEC members should be so named.
Helen provided specific edits on 4.4 and 4.5. Mis-spelling in 23.1.

AP 1 – Jessica to edit App 2B to reflect the above changes.

AP 2 – Alison to trim and send a copy to Jessica to update.

35/19 ACTION POINTS (APP 3)

All action points were discharged. The following points were discussed:

06/19 AP 2: Alistair is changing the name of the management information account

10/19 AP 10: Helen will add the information to the e-news.

36/19 CONVENER'S UPDATE ON MARCH 2019 BOARD OF TRUSTEES MEETING

Ronnie gave an update about the March Board meeting, the main focus of which was on membership growth strategy and preparations for the General Council. Agreement to co-opt Aynsley Jardin. The Ramblers Scotland Annual Report was presented.

37/19 FINANCE UPDATE (APP 4 & 4A)

Alistair presented the finance report (App 4), commenting that there is an underspend on training. There were no questions.

There was a wide-ranging discussion expressing frustration with the quarterly management information report to SCEC and the annual report to Scottish Council, both prepared by Central Office. It was agreed that the reports are not illuminating and do not accurately reflect the accountabilities of either Director of Scotland or Ramblers Scotland.

AP 3 – Jess will review latest position on Volunteer expenses.

AP 4 – Jay and Alistair will contact Nicky to create a proposition for finance papers

AP 5 – Jessica will let Nicky know to expect propositions from SCEC

38/19 SCEC MEMBERS SKILLS AUDIT, PATH TO IMPACT, AND CO-OPTION SUB-COMMITTEE UPDATE (APP 5)

Jess commented that Ramblers Scotland has moved through the organisational life-cycle set out by KPMG's Path to Impact. She reminded SCEC of the recommendations about governance structures.

It was agreed that the Co-option sub-committee will make recommendations to SCEC for support over the summer via email. Co-optees would ideally attend the August meeting as full SCEC members. Demographic gaps on SCEC were noted as was the intention to increase diversity.

AP 6 – Jessica to send skills registrars to individuals for review and update accordingly

39/19 DEVOLUTION, ORGANISATIONAL DESIGN AND LOCATION WORKING GROUP (DOL) UPDATE

Ronnie explained the DOL's aims as a wide-ranging review looking at what kind of organisation Ramblers needs to be in future. ARUP are starting by individually interviewing the members of the working group. Following the DOL working group meeting on 12 June, it may be helpful for SCEC to be updated.

AP 7 – Ronnie to distribute project update to SCEC after 12 June 2019

40/19 UPDATE ON THE ACCESS SUB-COMMITTEE

Alistair and Helen gave an update on the Access sub-committee that occurred earlier in the day. It was noted that the obstructed paths in Fife and Perth/Kinross should be looked into by authorities.

There was discussion which clarified that direct action would be supported by SCEC in appropriate circumstances.

Alistair asked that the minutes of the sub-committee should be available on the Wiki.

AP 8 – Jessica to put minutes from sub-committee onto the SCEC Wiki

41/19 SPORTSCOTLAND AND SAFEGUARDING PROCEDURE UPDATE

It was explained that Active Scotland funding replaces SportScotland funding for two years. Although this changes the relationship with SportScotland, Ramblers Scotland will remain in the same building.

It was noted that Jeannie retains responsibility for safeguarding at Ramblers Scotland. It was requested that the progress of the Ramblers GB safeguarding procedure and complaints procedure be raised at the next Board meeting.

AP 9 – Ronnie to ask at BoT 22 May on progress on safeguarding and complaints

42/19 BUSINESS PLAN 3-YEAR ROLLING UPDATE (APP 6)

Jess commented that progress has been good across most areas, and those with little progress reflect the current lack of capacity. Through the new role profile there is events support capacity, reflected in App 1, and that there has been good progress in governance areas.

AP 10 – Jeannie to send Ronnie the areas report Jocelyn had prepared

AP 11 – Jess to share the KPIs with Trevor and wider SCEC, and check that they are on the Insight Hub

43/19 YOUNG ADULT DEVELOPMENT PROJECT INTRODUCTION (APP 7)

Sam talked through the Young Adult Development Project. He gave an update on what the projects aims are. He noted that the project targets 18 – 26-year-olds geographically across Scotland. He explained the three branches of the award, the KPIs, and the timeline. Jess commented that sociological research shows that in the targeted age group there is a drop off for activity levels of young women.

It is noted that SCEC enthusiastically supported the paper.

44/19 WALK LEADERSHIP PROJECT UPDATE (APP 8)

It is noted that the paper's recommendations were accepted. The mechanics of switching funds from area budgets to core training needs to be worked out in the short term. Once this budgeting process is resolved group chairs (and maybe others) need to be quickly informed.

AP 12 – John, Jess, and Alistair to have a conversation about what mechanism would be most appropriate for holding the budget. From this, a conversation about how SCEC would want to communicate with areas

45/19 MSP AND OUT THERE CAMPAIGN UPDATE (APP 9)

Helen gave an update on the Out There campaign and getting more paths on the ground, and gave an overview of the goals of the campaign. She gave an overview of what work has been done on these goals thus far, through Ramblers Scotland work and that of partnership organisations. When discussing the trial area, she commented that there have been few knock-backs, and that the end goal is to be able to hand over the data for other organisations for wide-spread use.

It is noted that Helen's paper was supported.

46/19 SCOTTISH COUNCIL EVALUATION (APP 10) AND ACTION ON MOTIONS (APP 11)

Due to time constraints, the Scottish Council Evaluation has been deferred to the August meeting. Jeannie asked who could be on the Scottish Council working group. Jeannie gave an overview of what the working group entailed.

AP 13 – Andy, Trevor, and Elly will make up the Scottish Council working group

Motion 4: It was decided to sustain the intention behind the motion to look for opportunities to trial on a local level.

Motion 5: Helen commented that it's in her work plan.

47/19 RAMBLERS SCOTLAND ROADSHOW 2019 UPDATE

Due to time constraints, Jeannie spoke briefly about the Ramblers Roadshow, which is going to be held on Saturday, 7 September, in Glasgow. Jeannie asked what topics SCEC would like to see covered.

AP 14 – SCEC to feedback their ideas to Jeannie

48/19 GENERAL COUNCIL EVALUATION

Due to time constraints, the General Council Evaluation has been deferred to the August meeting.

49/19 APPOINTMENT OF SCEC REPRESENTATIVE AT BOT MEETINGS

It is noted that Andy nominated Jay and that Alistair nominated Alison. Each nominee gave a short statement. Ronnie asked that the nominees and the staff leave the room while the rest of SCEC discussed. When staff and the nominees re-entered the room, Ronnie announced that it had been decided that Jay Wilson will be the SCEC representative at the Board of Trustees.

AP 15 – Jess will inform Simon Kellas so Jay can be inducted onto the Board

50/19 AOCB

It was noted that the State of the Nations meeting is being hosted in Birmingham on Tuesday, 25 June. Jess and Ronnie invited a SCEC member to attend with them.

AP 16 – A SCEC member will need to represent SCEC at the State of Nations meeting

It was noted that Ben comes to the end of his term in March 2020 and there will be a new president. Jess explained that some initial ideas have been drafted by the Ramblers Scotland staff team.

AP 17 – SCEC to send suggestions to Jessica

AP 18 – Jessica will share a list of initial candidates before the August meeting

SCEC agreed in principal to host an upcoming General Council in Scotland.

AP 19 – Jessica to follow up with Simon Kellas about this process

AP 20 – Jessica to send round a Doodlepoll for members to vote on new dates for the August and November SCEC meetings

The staff were asked to leave the room so that confidential AOCBs could be discussed.

The meeting closed at 8:45

Jessica Browning, governance and events administrator (21 May 2019)

APPROVED BY THE SCOTTISH COUNCIL EXECUTIVE COMMITTEE OF RAMBLERS SCOTLAND – 6 AUGUST 2019
