

MINUTE WITH REDACTION November 2019 Scottish council executive committee minute

SCOTTISH COUNCIL EXECUTIVE COMMITTEE
Minute of meeting held on Tuesday 26 November 2019, 4:00pm – 8:00pm
Ramblers Scotland office, Edinburgh

66/19 ATTENDANCE

SCEC

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| Ben Dolphin, hon. president, Ramblers Scotland | Elly Macdonald |
| Ronnie Forbes – convener | Linda Moyes (attended during item 71/19 onwards) |
| Alison Mitchell – vice convener | Andy Malby |
| Alistair Cant – hon treasurer (left during item 75/19) | Jay Wilson (by video-link and later by audio only) |
| Douglas Tullis | |

Staff

Van Griffiths, chief executive (by video-link for item 71/19)
Brendan Paddy, director of Scotland
Jeannie Cranfield, delivery officer
Hildegard Berwick, governance and events administrator

Board of Trustees

Dr Peter Rookes, vice chair board of trustees

67/19 WELCOME, INTRODUCTIONS AND APOLOGIES (App 1)

Ronnie opened the meeting and welcomed Hildegard Berwick as the new governance and events administrator and Dr Peter Rookes, vice chair board of trustees. Ronnie invited Peter to present information about his local Ramblers group which is South Birmingham Ramblers.

Ronnie also welcomed Ben Dolphin, honorary president, Ramblers Scotland, to the meeting. Ben was invited to present the background to the President's Walks which he has led, with the aim of encouraging new walkers and to develop their understanding of Ramblers. Ben particularly noted that the experience had given him a new understanding about leading walks for the Ramblers, even though he is well experienced as an individual who leads walks. He particularly enjoyed the dynamics where there was a range of ages within a group. Jeannie emphasised that Ben had walked with 50 of our 55 groups across Scotland and he had led six President's Walks.

Apologies were received from Trevor Jones, Kate Nustedt and Meg Wright.

Discussion regarding Meg Wright and the fact that her co-option was not completed. Meg had not been able to attend any meetings. Brendan has been in contact with Meg who has decided to withdraw from SCEC. Her resignation is taken to be effective from the date of this SCEC meeting with the understanding that Ramblers Scotland would wish to work with her in the future, when she is less pressured in terms of commitments.

Discussion of the list of Important Dates for 2020 and the omission of the dates for The Gathering, as well as Walk Leadership training and Treasurer's training, which is in the planning stages. The list will be updated and recirculated.

68/19 DECLARATIONS OF INTEREST

None received.

69/19 APPROVAL OF MINUTES FROM SCEC AUGUST MEETING AND REVIEW OF ACTION POINTS (APP 2a AND 2b)

The minutes were proposed by Douglas Tullis and seconded by Alison Mitchell. All action points had been discharged or were included in the agenda, with the exception of:

AP 2 Co-option sub-committee consisting of Alison Mitchell, Douglas Tullis, Elly Macdonald and supported by Hildegard Berwick, are happy to continue this work.

70/19 SUB-COMMITTEE REPORTS AND SCOTTISH COUNCIL MINUTES

Discussion around current access sub-committee reports, and future sub-committee reports, which are not to be made public during the stages of responding to issues. A set of two SCEC minutes would require to be drafted: one for internal purposes and one for external purposes. The minutes published on the website would therefore not contain sub-committee reports. Only when sub-committee reports / actions had been finalised and approved, would such reports be included in publicly available minutes. It was agreed to redact 61/19 from the August minutes, including AP 6.

AP 1: Hildegard to redact 61/19 from the August minutes, including AP 6.

It was also agreed that Alison should continue to reduce non-essential content in the Scottish Council 2019 draft minute, in order to reduce the total length of the minute.

AP 2: Alison to continue to check the Scottish Council 2019 draft minute to further reduce non-essential content if this is possible.

71/19 PRESENTATION ON RAMBLERS GB BUSINESS PLAN

Van Griffiths, Chief Executive, gave a presentation on the Ramblers GB Business Plan via video-link. She stated that it is a new three year rolling plan with a new draft vision. She noted that the GB business plan can be used, where helpful, to inform nation specific KPIs.

Van stressed the importance of obtaining feedback from SCEC members on the Ramblers GB Business Plan. A number of points were raised by SCEC members including the importance of sustaining and supporting existing Ramblers Scotland members and volunteers, making our partnerships work well with other organisations and that there was no direct reference to access rights campaigning in the GB Business Plan. The importance of local advocacy support for Scotland was also raised. Van noted that there were no core funds available for new posts but PPL monies could be sought for new temporary posts but would need to be weighed against other Ramblers Scotland priorities.

Van also spoke about DOL (Devolution, Organisation, Location). She noted that guidance will be sought from the Board of Trustees on how to consult on the recommendations. If Ramblers Scotland wishes to include a discussion on DOL at the Scottish Council in March, Ramblers GB would support this.

72/19 FINANCE UPDATE (APP 4a, 4b and 4c)

Alistair spoke about the Scottish Council Accounts (App 4a) covering the financial year 2018-2019. He noted that the spend is almost the same as the income received from grants. There was a discussion about the low training budget available for SCEC members. It was emphasized that SCEC members are keen that information relating to training opportunities is regularly forwarded to them. It was also noted that KPMG, who have previously undertaken a governance assessment of Ramblers Scotland for sportscotland, can provide a one day training event for Boards.

AP 3: Hildegard to continue to ensure that training opportunities are shared with SCEC members.

Alistair reported on the Management Report from Ramblers GB (App 4b) covering the financial year 2018-2019. He noted that the graph illustrating membership and numbers had been simplified and this year it does not include membership income which could be misleading.

There was discussion in relation to the notes which stated that core expenditure was over budget. Brendan noted that there was an underspend in core expenditure when staffing costs were excluded. The overspend was the result of higher than expected staff costs which included a handover period between the previous and the present Director. Brendan also noted that Ramblers Scotland has no control over the charges for central costs.

There was concern over the presentation of the Management Information accounts and Alistair noted that these accounts would be presented in a different format to Scottish Council. It was suggested that an accompanying narrative could be a possible approach.

Alison presented the Gathering accounts for financial year 2018-2019, App 4c, and discussed some points which were noted in the accompanying narrative. Alison welcomed comments from SCEC regarding her points of explanation. She also noted that the Gathering Working Group is looking at using surplus funds for future developments for the Gathering event.

73/19 BUSINESS PLAN UPDATE (App 5a, 5b, 5c and 5d)

Brendan provided an overview of the various budget reports and stated that he was happy to answer questions about individual lines in the business plan 2018-2021 both at this meeting and in the future. The business plan objectives have been simplified and updated to keep them aligned with GB objectives.

Brendan explained that the Out There campaign didn't sit naturally under one heading within Ramblers Scotland objectives and noted the specific aspects of the Out There campaign within the four Ramblers Scotland objectives.

Brendan also noted that he is working on making the existing KPIs more measurable in terms of the work being undertaken in Scotland. It was also emphasized that the aim of forming a partnership with health officials will be a long-term goal, as resources are not being moved by the health service into preventative health work. However, Active Scotland has been found to be a willing partner.

Under the objective: A Scotland designed for walking, it was noted by a committee member that instead of identifying 'one legal case per year to explore with a view to potential action' this should be identifying '*at least one* legal case per year to explore with a view to potential action'.

Brendan also mentioned aspects of the Introductory Walks pilot, with local groups aiming to attract non-Rambler members to walks, underpinned by social media marketing. He noted that we will be supporting at least eight Ramblers groups. A significant element in the selection of the groups was that they were located within or close to a population area of 10,000 plus and contained many individuals who were not currently walkers.

SCEC members also discussed the importance of acknowledging the differences between cities and rural communities and to strive towards ensuring that Ramblers Scotland has a structure that reflects this.

AP 4: Brendan to reflect on how best to incorporate these comments in the business plan.

Brendan sought approval of the business plan and strategic goals. Approval was received. He also enquired whether a narrative style update of the status of projects at the quarterly SCEC meetings would be helpful and it was agreed that this would be helpful.

74/19 SCOTTISH COUNCIL PLANNING UPDATE (App 6a)

Jeannie outlined the draft Scottish Council 2020 programme. There was discussion in relation to whether the Open Discussion section on the Saturday should be a fixed session in the large hall with a roving microphone, or small break-out group discussions, who would feedback the main points raised within their groups at the end of the Open Discussion section. A show of hands was marginally in favour of small break-out groups.

Six possible topics were noted, with a member of Ramblers Scotland and a SCEC member part of the discussion group. Jeannie noted that if the topics could be finalised before the second mailing in the second week in January, this would maximise the opportunity to sell the programme to Ramblers members.

There was the suggestion that one topic could be left 'open' for members to suggest ideas. Jeannie suggested that the second mailing could also include asking members for their suggestions for topics to discuss. Ideas could also be sought at area AGMs.

Several SCEC members noted that they wanted to move away from the formal approach to motions and to have items submitted for discussion, rather than a formal motion. A two-stage process could be adopted with the informal discussion first and then progressing to a formal motion in subsequent years.

Sarah Marfleet, director of membership and fundraising, will be attending SC instead of Van Griffiths, Chief Executive. SCEC members confirmed that they were happy for Sarah to speak to her strengths, which was membership. Ronnie offered to speak on Ramblers GB issues as well as DOL.

The value of having exhibitor stands was discussed with some SCEC members stating that they were liked and others that they didn't seem to be busy with enquiries. Alison asked for a stand for the Gathering.

AP 5: Jeannie to reserve an exhibition stand for The Gathering.

Douglas Tullis agreed to lead the Sunday morning 'walk and talk' at SC.

AP 6: Douglas to lead Sunday morning walk before SC business.

75/19

Item redacted due to its confidential nature.

76/19 GOVERNANCE AND SCEC SKILLS AND INTERESTS REGISTER

There was discussion about the value of pursuing co-opted members to sit on SCEC. Discussion continued around issues raised in the updated KPMG report received via sportscotland a year ago. This report highlighted the importance of good succession planning for RS and also existing SCEC members reflecting on their own performance through appraisal / interview. It was also noted that this report highlighted a different way of operating, with each SCEC member having a particular role / focus / specialism. However, the danger of losing focus on strategy and concentrating on day to day details was noted in relation to such an approach.

The January mailing to members about Scottish Council could also include information about co-option opportunities. Relevant wording to be sent to Jeannie from Alison.

AP 8: Alison to send draft of wording to Jeannie about co-option opportunities and skills sought.

77/19 LOCATION OF 2020 SCEC MEETINGS

Hildegarde highlighted that, including this meeting, two meetings had been located in Edinburgh in 2019, one in Perth and one in Stirling.

Locations close to railway stations were noted as being suitable, including Perth, Stirling, Dundee and Aberdeen. The times of the meetings to remain 4.30 – 8.30pm unless the meeting is in Edinburgh, when this should be a 4.00pm start.

78/19 AOB

European Ramblers Association

It is the European Ramblers Association's 50th anniversary year in 2022 and a proposal was made to consider that it could be hosted in Scotland. Euroorando 2021 will take place in Romania.

Business cards

A committee member raised the possibility of business cards for all committee members. It was noted that cards have been printed without names so that individual members can write their name on the card.

AP 9: Hildegarde to send Ramblers Scotland business cards to Linda.

Parking ticket fine in country park

A member who had purchased a parking ticket, incurred a fine as the ticket was not displayed properly. This was in a carpark at a country park which has no facilities for walkers. It was noted that Ramblers do object to parking fees being levied when the monies go to a local authority central 'pot' rather than going towards improved amenities for walkers.

Possibility of General Council to be located in Scotland in 2021

A discussion opened around this possibility. It was noted that Scottish Council is only one month earlier than General Council. SCEC was also reminded that SC cannot be held any later than 31 March each year. The possibility of GC and SC being held as a single event was also discussed. The issue of additional resources required for a combined event was also raised.

The suggestion of GC to be located in Scotland separately from SC, was supported in principle.

AP 10: Jeannie to invite Simon Kellas to discuss the possibility of GC being held in Scotland in more detail and suggest a possible timeline.

List of possible new presidents for RS. Brendan noted that the list was all female. The selection of an individual who already has a high public profile was considered desirable and to avoid selecting someone who walks at a very high level of ability.

The meeting ended at 8.15pm.

**Minutes compiled by Hildegarde Berwick, governance and events administrator
29 November 2019**

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| APPROVED BY THE SCOTTISH COUNCIL EXECUTIVE COMMITTEE OF RAMBLERS SCOTLAND – 4 February 2020 |
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