

Minutes of WWS Board Meeting

18 November 2021 @ 8.00pm

Location: Zoom Videocall

Item	Action
<p>1. Welcome & Apologies: Present - Kevin Lochhead (KL) – Chair; Chris Heron (CH) – Vice Chair; Liz Anderson (LA) - Secretary; Stuart Baillie (SB); Barry Cook – sportscotland (BC); Kim Johnston (KJ); John Radford (JR); Oliver Jessop (OJ); Karen Cornwell (KC); Ali Brotherton (AB) – DC; Calum Reid (CR) – COO.</p> <p>Apologies – Carole Cooney (CC).</p>	
<p>2. Standing Items</p> <p>2.1 Conflicts of Interest – no new conflicts</p> <p>2.2 Risk Register:</p> <ul style="list-style-type: none">• The Risk Register is to be updated regarding the current status of First Aid Training.• The Risk Register is to be updated regarding the current status of Health and Safety Policies.• The Risk Register actions relating to the environment ahead of the next meeting. <p>2.3 Child Protection and Wellbeing - KJ provided a written report ahead of the meeting:</p> <ul style="list-style-type: none">• There were no questions or comments. <p>2.4 Record of decisions agreed outwith meetings:</p> <ul style="list-style-type: none">• There were no decisions to be recorded.	<p>CR CR JR/CR</p>
<p>3. Minutes of Previous Meeting</p> <p>3.1 Minutes of the previous meeting were unanimously agreed.</p> <p>3.2 The Action Log had nothing outstanding.</p> <p>3.3 The Action Log should be reviewed by COO and Chair ahead of next meeting to remove historic actions.</p>	<p>KL/CR</p>
<p>4. DC Update</p> <p>AB provided a written report ahead of the meeting. See appendix for key points. AB provide a verbal addition:</p> <ul style="list-style-type: none">• Scotland Nautique have indicated they will sponsor the Scottish Wake Series and Backyard Ski Series. It was agreed that a formal agreement should be reached.	<p>CR/KL</p>

<p>5. Chair Update</p> <p>KL provided a verbal update:</p> <ul style="list-style-type: none"> • The Strategy Presentation - shared ahead of the meeting – was delivered to sportscotland earlier this month and was positively recieved. KL thanked all for their contributions. • There has been no further progress on the leases for the Town Loch NTS. • In alignment with our relationship with Scotland Nautique we are now looking at purchasing a Nautique to act as the community boat. There are some coming onto the market which may be suitable. 	
<p>6. COO Update</p> <p>CR presented a written report ahead of the meeting. See appendix for key points.</p> <p>6.1 The updates to the Risk Policy were unanimously approved with no comments.</p>	
<p>7. Finance Update</p> <p>SB provided a written report ahead of the meeting.:</p> <ul style="list-style-type: none"> • It was confirmed that the income from the advertising boards at the Town Loch NTS had been received. 	
<p>8. IT</p> <p>SB provided a verbal update:</p> <ul style="list-style-type: none"> • A number of phising emails have been received by various board and staff members. It was agreed that board members email addresses should be removed from public facing pages and be replaced with a generic board@... email address. • Discussions with a member who is able to support with our web development requitements has begun. A templace was offered to provide a template site map for use in supporting these discussions. 	<p>OJ/SB</p>
<p>9. NTS Management Committee</p> <p>CH provided a verbal update:</p> <ul style="list-style-type: none"> • Following on from a successful season we the Town Loch NTS has now moved to winter operations. • Weather dependant winter training is taking place on Wednesday and Saturday mornings. This is open to all BWSW members. • A significant amount of tidying up of the site has taken place and the site is in a good position ahead of next season. 	
<p>10. Insurance</p> <p>Ahead of the meeting KC had raised a question regarding insurance for commercial waterskiing and wakeboarding operations which had affected some sites including Elie Watersports:</p> <ul style="list-style-type: none"> • It was agreed that Elie Watersports be put in contact with CR to provide details of our new insurance provider. 	<p>KC</p>

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<p>11. Dryrobe</p> <p>Ahead of the meeting KC had highlighted a potential partnership opportunity with Dryrobe:</p> <ul style="list-style-type: none">• KC has since met with the Marketing Manager at Dryrobe and had discussed potential partnership options in a number of areas.• It was agreed that the discussions should be progressed.	<p>KC</p>
<p>12. sportscotland Update</p> <p>BC provided a verbal update:</p> <ul style="list-style-type: none">• BC thanked KL and CR for their presentation to the panel. BC indicated that the panel had received information positively and welcomed honest conversation.• Sportscotland alongside the other 4 Sports Councils have been working together to put together updated Equality in Sport Guidance via the Sports Council Equality Group (SCEG). New guidance on transgender participation has been released on the SCEG website and the Equality Standards are being updated. Due to this a health check process is being introduced in the short term.• Scottish Women and Girls in Sport Week recently took place and was successful in delivering against its aims. BC noted the social media activity of WWS.• The Scottish Association of Mental Health (SAMH) have recently launched their new strategy and a specific training offer has been made available to SGBs. It was agreed the WWS should take up this offer and it was confirmed that this would ultimately roll down to clubs.• UKAD have introduced an Assurance Framework. There is some work for WWS to carry out to meet the required deadlines. CR confirmed he has recently gained access to the online portal.	<p>CR</p>
<p>13. AOB</p> <ul style="list-style-type: none">• KJ noted that there is no Scottish content in the British Waterski Magazine. It was agreed that we should aim to have Scottish content in each edition.• KC raised a question on behalf of Loch Lomond Water Ski Club regarding when the community boat will be in place. KL confirmed that the aim is to have a boat in place ahead of next season.	<p>KL</p>
<p>Next meeting</p> <ul style="list-style-type: none">• Board Meeting: 27 January 2021; 8pm.• It was agreed that the current frequency of board meetings should be retained.	

Key Points from COO Report:

- Primary focus has been on preparations for the Strategic Review Presentation.
- End of Season Club Gathering took place reviewing last season and looking ahead to next season.
- Positive meeting with Foxlake/Wild Shore.
- Town Loch NTS end of season HR processes completed.
- Town Loch NTS winter operations set up and operating.

Key Points from DC Report:

- Coaching trip to North Devon Wake Park to work with Orla on the full cable. Opportunity to put into practice recent learning.
- Successful end of season competition block with backyard ski events, Glasgow Wake Park end of season competition and student King of the Canal competition.
- Working on 2022 calendar planning.
- Planning video production programme.

Minutes taken by Calum Reid
18th November 2021