Minutes of WWS Board Meeting

27 January 2022 @ 8.00pm Location: Zoom Videocall

Item	Action
1. Welcome & Apologies:	
Present - Kevin Lochhead (KL) – Chair; Liz Anderson (LA) - Secretary; Stuart Baillie (SB); Kim Johnston (KJ); John Radford (JR); Oliver Jessop (OJ); Karen Cornwell (KC); Ali Brotherton (ABr) – DC; Calum Reid (CR) – COO; Barry Cook (BC) – sport scotland; Andrew Baptie (ABa) – sport scotland.	
Apologies – Chris Heron (CH), Carole Cooney (CC).	
KL explained this would be BC's last meeting and thanked him for his efforts over the time he has worked with WWS. KL gave Aba our new Partnership Manage the opportunity to introduce himself.	
2. Standing Items	
2.1 Conflicts of Interest – no new conflicts	
2.2 Risk Register:	
 The Risk Register is to be updated following progress on the actions regarding the Environment. 	CR
 The actions relating to making Connections with LGBTQI+ Groups should be progressed. 	CR
2.3 Child Protection and Wellbeing - KJ provided a verbal update:	
 Children 1st Mini Audit now complete – Children 1st had no concerns. 	
KJ and CR completed Bystander Training.	
• The online assessment tool is now available for clubs. KJ will circulate to club contacts.	
2.4 Record of decisions agreed outwith meetings:	
• A decision was taken between meetings to progress with the development of two new websites.	
3. Minutes of Previous Meeting	
3.1 Minutes of the previous meeting were unanimously agreed.	
3.2 The Action Log has been reviewed by the COO and Chair and historic actions removed. The action log was then reviewed and will be	
updated with removals, additions and edits from this meeting.	CR

4. DC Update	
AB provided a written report ahead of the meeting. See appendix for key points.	
5. Chair Update	
KL provided a verbal update:	
• The search for a Community Boat is ongoing. There are options on the market slightly beyond the initial planned budget. KL will	KL
continue monitoring and will engage with board members if a suitable option becomes available.	
• SB noted we would need a Loan Policy and Agreements in place before the boat could be loaned out.	CR/SB
6. COO Update	
CR presented a written report ahead of the meeting. See appendix for key points.	
6.1 There were no questions on the E-Membership Report.	
6.2 There were no questions on the Draft 2022-2025 Strategic Plan	
6.3 There were no questions on the 2022 Season Calendar.	
6.4 CR provided an update on the work being carried out relating to the UKAD Assurance Framework and the current state of play with	
regards to Anti-Doping in our sports.	
 CR noted that we had worked closely with BWSW on certain aspects of the Assurance Framework in particular around education. KC indicated she would be able to take over as Board Lead and would complete the relevant training. 	CR
6.5 CR provided an update on the proposal to introduce kayak hire at Town Loch.	CR
 The board approved the purchase of the required equipment subject to council approval. 	CR
7. Finance Update	
SB provided a written report ahead of the meeting.:	
It was agreed that SB would circulate a paper providing more detail on our expected year-end position.	SB
7.1 SB provided an update on our application for a Digital Boost Grant.	
8. NTS Management Committee	
CH provided a verbal update. There were no questions.	
9. Dryrobe	
KC provided a verbal update:	
 Dryrobe is curring back on partnerships but would be willing to work with us at a low level. 	
 Once finalized our calendar of events and prize requests is to be provided to Dryrobe. 	CR/KC

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10. sportscotland Update	
Aba & BC provided a verbal update:	
• sport scotland have a Partner Survey currently live and would welcome responses by the 4 th of February. CR to confirm that WWS has responded.	CR
• A Scottish Government fund is providing grants for Ventilation Improvements is available should clubs or sites be looking to carry out developments in this area.	
• sportscotland has confirmed their Communications Themes for each month this year. CR confirmed these had been received.	
• In partnership with Scottish Disability Sport, sport scotland have released an E-Learning on Disability Inclusion.	
The National Lottery Open Week is approaching at the end of March.	
13. AOB	
 KC noted she would be happy to sit in on any meetings regarding the lease negotiations. 	
Next Meeting	
Board Meeting: 10 March 2022; 8pm.	
Board Meeting: 19 May 2022; 8pm.	

Key Points from COO Report:

- Significant progress has been made with regards the UKAD Assurance Framework.
- Significant progress has been made on the development of the new websites.
- Planning is well underway for 2022 Town Loch Staffing & Season.
- The Strategic Plan document is almost ready to be published.
- Meetings have taken place or are planned with all key BWSW Staff.

Key Points from DC Report:

- 2022 Calendar is close to finalized.
- The Advanced Driver Wakeboard Module is well in development.
- Coaching/technique video production is continuing with a significant bank ready for the new season and new website.
- The WWA Cable Worlds will take place at Liquid Leisure in 2022. The high level Scottish Athletes all intent to take part.