**EXECUTIVE COMMITTEE MEETING**

**7.00pm 08 December 2020**

Zoom

 **MINUTES**

**Attendance Present:**

Rona McCraw – Chair

Hilary Lumsden – Secretary/Treasurer

Robbie Nellies – Falkland Cricket Club

Elspeth Wallace – Fife AC

Margaret Kennedy - Councillor

Gillian Paton – Ladybank Golf Club

Vanessa Rengger – Tayport Tennis Club

Grant Stevenson - Fife Sport & Leisure Trust

Stuart Robertson – Active Schools Coordinator

Jamie Moffatt – Sports Development Officer

1. **Welcome and** **Apologies**

Rona welcomed the attendees and guest Gary Grieve, National Development Manager, Scottish Club Sport.

Apologies came from Martin Turnbull and Marianne Scott.

**2. Minutes from last meeting**

The minutes of the last meeting on 1st October 2020 were approved; being proposed by Gillian Paton and seconded by Vanessa Rengger.

1. **Matters Arising**

The Chair and Secretary had met with Vanessa and Martin to discuss their roles within the sports council.

A survey had been sent to members with 30 responses confirming 50% had received support during lockdown, 100% had returned to activities and 50% were interested in Child Protection training.

Jamie confirmed that there is a phased return to sport within Fife Council facilities and will feedback about Wormit PS Football team pitch access.

The Chair confirmed that a meeting had taken place with the three sports councils and Fife Council with Tim Kendrick attending as head of Communities, which sport falls under.

**4. Secretary/Treasurer Report**

[Emailed 24-11-20] Members at 17 paid of 21 invoiced for 2020-21 of 75 total.

After a strong response to the Survey Monkey survey sent to members (reported in Matters Arising), two Child Wellbeing & Protection in Sport courses have been arranged on Fri 27 Nov (8 participants) and Tues 1 Dec (18 participants). Two participants will also take part in the Child Protection Officer training on Mon 30 Nov.

Scottish Club Sport held its annual conference and AGM by zoom on Sat 7 November, attended by our Chair, Vice Chair and myself. It was great to meet the new development manager, Gary Grieve, who I am delighted will join us at the ECM. It was a particularly successful virtual event running from 10-3, with speakers from Sportscotland, Observatory for Sport in Scotland, Aberdeen Club Sport SCIO and an MP from the borders who presented breathtaking statistics, such as the 0.21% share of the Scottish Govt’s annual budget allocated to sport. Breakout rooms were used for discussion and the general consensus is that radical new thinking about how sport is funded and delivered is needed in order to protect local community sport.

The Chair and I are currently working on the Recurring Grant paperwork for Fife Council, which will be used to decide our SLA and funding agreement going forward.

Six grant applications have been received and the grant committee will meet before the ECM so a report on these will be given at the ECM.

I attended a meeting on 10 Nov 2020 with Ross Taylor and Waterstone Crook Hub, which covered Active Schools online training initiative and Cash for Kids appeal being supported by FC and FSLT. Unfortunately I had to leave before the end due to a meeting clash.

The Awards mission continues, we now have pictures in for 21 of 31 winners and runners up; a cut-off date for pictures has been sent so that we can achieve a website page design (discussing with G Hopcroft on 26 Nov) and hopefully coverage in Fife Free Press before the end of the year.

Finally, the Chair, Vice Chair and I met with FSLT for an update about the community consultation plans. This is difficult to move forward currently with the restrictions in place, and a possible move to Level 4 closing facilities as well as 2021 funding will not be announced until spring. The £2 million figure quoted in the press recently was a top-up grant from Fife Council to help FSLT through restrictions. Discussion about how to attract users to Cupar Sports Centre and the close proximity of Bell Baxter HS. A meeting has been arranged in January to review where restrictions are.

Update at meeting

The Chair and I had met with Gary Grieve in his new role running Scottish Club Sport, which gave us a good chance to discuss his plans as well as our sports council’s. The Duffus Park Hub met to discuss the Community Asset Transfer plan, which will be covered in point 7. As the Chair mentioned above the three sports councils and Fife Council and Tim Kendrick met last week, it was confirmed we would not find out about our Recurring Grant application until the end of the financial year, March 2021. There was discussion again around whether one Awards event could be held rather than three, to which our Chair voiced concern from EFSC on this. The Recurring Grant application has been submitted after consultation with the Chair and Vice Chair. We have received 3 of 4 payments for 2019-20, we await the last payment which will be paid before 31 March 2021, usually we receive payments in February and November.

**Income and Expenditure** [Emailed 24-11-20]

I confirm a bank statement balance of £33,268.85 dated 16 Nov 2020. Transactions include -

Income: 1 affiliation, ScS conference refund, FC Recurring Grant 3rd quarter £3908.

Expenditure: wages, McAfee Livesafe, 123Reg, Zurich insurance.

**5. Correspondence**

We received the very sad news that John Arbuckle passed away on 23 November, John worked for years in sport locally and latterly with the sports council on behalf of Howe RFC.

Wendy Chamberlain MP received a reply from Joe Fitzpatrick Minister for Public Health, Sport and Wellbeing regards the saveleisure campaign but it did not address the points made and so she has written again asking him to do so.

Kinburn Bowling Club emailed to enquire about article in paper about DPBC rates issue, they have not heard yet on their situation, but we believe they will be subject to this change too. The Chair commented that they are able to ask for this to be phased in as DP Tennis Club has. Vanessa commented that St Andrews Tennis Club will see their lease double to around £7000; confirmed this club is a member of EFSC.

**6. Scottish Club Sport**

Gary introduced himself and covered his last 7 weeks in place, with the challenges being the Covid-19 crisis as well as SCS rebranding just before C-19 hit. As with other organisations the plans have had to change to a 2-year C-19 strategy. For sports councils, affiliation will now include a more targeted support with Gary and colleagues attending meetings and identifying areas in councils where SCS can help. Focus of organisation now to have stronger national voice and widen work to include campaigns across other areas eg. social. The Youth Panel toolkit has been developed to help councils build these too, and SCS is increasing its fundraising to be able to offer more financial support to its councils. There are openings for new board members with applications open from the new year, sports councils are encouraged to have a member apply – this is a 2 year post with a 6-month trial. Ideas to work across the national network are also welcome.

**7. Sports Development Officer Report**

See report below by Jamie Moffatt.

Duffus Park Community Asset Transfer update - although Fife Council had confirmed that individual CATs could not happen, Jamie has spoken to someone with a legal background around how this could be done and how to handle the common good ground issue.

Jamie is now working with Business Gateway to share other funding streams available as well as Fife Council’s.

Anna’s CPWS and CPWO course dates for 2021 now available. The Chair asked if EFSC will run future training with Anna, it is hoped that we will as there is demand, especially as EFSC funds this for members.

**8. Active Schools Officer Report**

A safe return to extracurricular sport in high schools has been welcomed, both outside and some inside activities. Primary schools are returning to extracurricular outside activity with increased uptake. There are 5 areas of focus: virtual participation with clubs offering online content. Promotion of sport and PA (physical, mental, social, wellbeing). Young leader program promotion within schools. Targeted work within schools to help inactive children become active. Awards will be held virtually on social media platforms on 9 Dec 2020. AS has launched Facebook page with all staff taking courses, covering use and protection.

**9. FSLT**

Grant confirmed that 13 of 14 facilities have reopened, Beacon in Burntisland remains closed but all East Fife facilities are open. Being in Level 3 has restricted adult group activities, particularly fitness classes which are now being delivered virtually. Triathlon has been affected but FSLT has been able to work with them to use public sessions with corporate membership. Swimming lessons running in 8 pools with over 6000 children taking part, c.1000 in East Fife. Pools are also now open for family sessions. FSLT continues to work with other sports and governing bodies eg. gymnastics to try and progress return. The Chair mentioned the importance of being able to move forward on the agreed consultation and Grant confirmed FSLT will meet with local councillors in the Cupar area next week. Clarification on staff furlough was made, when this was extended FSLT have re-furloughed some staff, mostly operational. Feedback can be sent to Grant or given to sports centre on how the online system is working.

**10. Young Person’s Panel/Youth Board**

The Chair put forward that we rethink how to involve young people in the sports council, with a proposal to recruit 2 or 3 young people, aged over 18 to avoid any disclosure issue, to work with the committee and influence decision making - referencing how the 3 young people on the board of Scottish Club Sport have had a very positive influence on organising the conference in particular. Gillian discussed how we plan their role and that working with clubs to recruit would be an advantage. Vanessa has concerns re certain sports, eg. as tennis has a fall off in the age category put forward, also that we confirm if they are volunteers and if there is an insurance consideration. Gary talked about the SCS young personal panel toolkit and recommended their involvement should not be around training or coaching (any training required can be provided by a third party, suitably covered), rather that they act as a voice for clubs or for how school sport works, they should witness skills of governance and planning – it may be that those young people who join may chose after 3-4 years to form their own sub-committee becoming the Chair and Vice. In Scots Law over 16s are considered adults so no PVG is required; for any adult involvement with 16-18 years olds recommendations are that 2 adults be present and a parent representative. Elspeth asked Stuart if the Young Ambassadors in schools represent clubs, Stuart said there was a mix. The Chair and Secretary are to meet with Gillian and Vanessa to review this plan.

**11. Awards 2021**

The Chair asked for this to be delayed for discussion until after the meeting on the above point.

The Secretary commented that 32 of the 33 2020 Awards winners and runners-up have supplied a picture with their trophy and that these are with Fife Free Press to be run on its digital site and a written piece in the paper, and also with Greig to add a page to the EFSC website.

**12. Quiz 2020**

The Chair asked if anyone in the committee might be able to lead on a suggestion of how we could do this. Robbie said that he had a contact that he can approach. Proposed to try to organise an event in February.

**13. AOCB**

The Grants Sub-committee met before the ECM and authorised funding to the following members:

Duffus Park Bowling Club £500 Development Grant

St Andrews Angling Club £500 Emergency Covid-19 Grant

Largo Bay Sailing Club £1000.00 Emergency Covid-19 Grant + Development Grant

Falkland AFC £500, with caveat regarding governance Emergency Covid-19 Grant

Howe Of Fife RFC, this application for an Emergency Covid-19 Grant will be discussed further.

The Secretary explained that the EFSC computer – though a very good quality machine – has not been working reliably recently (especially with Teams), Lewis Sharp commented that it may be upgradable rather than buying a new cheaper version. Also recommending that the website be upgraded as the current format will not allow integral changes due to the way it was set up (we no longer use the company that set up). The Home page in particular needs to work more interactively to link with our partners. The Chair asked for quotes on this. This is proposed to be looked at in new year.

**14. Date of Next Meeting**

**Tuesday 19th January 2021** at **7.00pm** on Zoom.

**Dates for 2021** on Zoom, unless instructed otherwise

9 March

11 May

13 July

5 Oct

7 Dec

AGM 14 Sept

Quiz Night 5 Nov

**Sports Development Report December 2020**

**Community Sports Hubs**

Duffus Park

* Ongoing discussions on the community asset transfer of the park with Fife Council, Fife Voluntary Action and Development Trust Association Scotland (DTAS)
* Hub working in partnership with Radio Tay and Fife Sport & Leisure Trust for their Cash for Kids Christmas appeal – Cupar Sports Centre is a recognised drop-off point

East Neuk

* Hub engaged in the Young person’s employability programme, with a [survey](https://forms.office.com/Pages/ResponsePage.aspx?id=L6Vp-cBC8UCYutrtbEMIfBCWylA_hHxJuaqvxcTFzf1UNksxQzZCR0VKTUpTSzZCVktXWlg1V0JDRi4u&fbclid=IwAR1YBHUAqSTHmc2mr4BUD5bMNGIFG3ctW0jhOVplK4LRCpRpsXQad6AM6lI) to capture evidence on young people's participation in sport + voluntary interests live until the 11th December

Waterstone Crook

* Hub working in partnership with Radio Tay and Fife Sport & Leisure Trust for their Cash for Kids Christmas appeal – East Sands Leisure Centre and the Larick Centre (Tayport) are recognised drop-off points

Community Sports Hub Newsletter**-** [**https://sway.office.com/YlrXemJizSXaoRkm?ref=Lin**](https://sway.office.com/YlrXemJizSXaoRkm?ref=Lin)

**Clubs**

Now that Fife finds itself in the unfortunate position of Level 3 – under the Scottish Government’s COVID restrictions guidance – there is financial assistance out there for sports facilities who have either had to close, or significantly change their operations. With reference to ‘Sports Clubs’ and ‘Physical Activity Providers’ in Fife as of 13th November – please see the information below on the grant, and your facilities eligibility:

**temporary closure grant -**£2,000 or £3,000 (depending on rateable value) if your business is required to close by law

**business restrictionsgrant -**£1,400 or £2,100 (depending on rateable value) if your business can remain open but is specifically required to modify its operations by law, for example having to close earlier than normal or demand for your products or services has been reduced because of the pandemic. Grants will be paid every 4 weeks in arrears if restrictions last.

Most facilities will fall under the business restrictions grant. Examples of facilities who qualify are:

* licensed sports and social clubs and licensed premises - under level 2 restrictions
* licensed social and sports clubs (no alcohol at any premise. Indoor and outdoor: no admittance after 5pm, closure 6pm) – under level 3 restrictions
* sports and other facilities no longer able to provide group exercise, includes dance studios, exercise class/yoga studios​​​​​​​

For more information on the grant, please follow this link - <https://www.gov.scot/publications/coronavirus-covid-19-strategic-framework-business-fund/> - hopefully your club/business qualifies and it brings some much needed financial relief to your organisation.

The Active Fife has a COVID support section for clubs and groups with information being updated regularly [www.activefife.co.uk](http://www.activefife.co.uk)

**SportsSTARS Programme** – A limited outdoor programme ran free of charge between August & October across Fife. From October – December we are running a phased return to indoor SportsSTARS with limited numbers. The sessions have been well attended

**October Holidays** – During the October holidays our Active Families programme was linked with the Café Inc provision across Fife – Providing packed lunches for families and free outdoor activity. This was very much a targeted programme and ran slightly differently across the 7 areas in Fife.