

Date	Tuesday 02 July 2024
Time	10:30 – 12:30
Venue	ONLINE

Attendees

BC Board: Paul Bush (Chair), John Harris, Kirsten Sibbit-Johnston, Nigel Holl (Executive Performance Director), Fraser Montgomery, Graham Cormack, Tino Nombro

Plus: Stephanie Stewart (Interim Chief Operations Officer), David Leith (Interim Performance Director), Kate Weldon (Media and Comms Manager), Nikki Gibson (Interim Head of Performance Support), David Aitken (PF Manager)

	Item	Action Owner
1.0	<p>Welcome PB welcomed the attendees to the meeting and thanked the board for attending.</p> <p>The following people sent their apologies to the meeting.</p> <ul style="list-style-type: none"> • Sheila Swan (PHC) • Greg Drummond (OHC) <p>PB proposed to split the meeting into two parts to ensure all matters were fully covered. PB stressed that there would be matters discussed which should remain strictly confidential.</p>	
2.0	<p>Conflicts of Interest Action SSt : review the recorded conflicts of interests for the board.</p>	
	<p>PART ONE – Business as Usual</p>	
3.0	<p>Interim COO Update</p> <p>Papers were shared with the Directors in advance of the meeting.</p> <p>Finance SSt drew attention to two elements from the finance paper shared in advance of the meeting:</p> <ul style="list-style-type: none"> • 3rd Quarter – Nearly at the end of the cycle. Currently showing an underspend however there are invoices that BC are awaiting which will impact this, as well as other committed expenditure that is yet to occur. • Forecast 2024/2025 season <ul style="list-style-type: none"> ○ upcoming event locations will be high cost ○ Ice costs have been under negotiation with Active Stirling given a proposed reduction in discount accompanied by increased baseline costs, however a 25% discount has been agreed for 2024/25 season and the overall cost is managed within the 2024/25 budget. <p>PB informed the board that he and NH would be meeting with the council and Active Stirling on Friday the 5th to discuss the partnership.</p> <p>FS asked whether there was enough ice capacity in Stirling. NH noted that there is always annual debate between the 3 BC programmes. Ideally there would be 6 sheets and not 4, but once slam season starts there is less demand and having 6 sheets would not be utilised. NH confirmed British Curling was in a good place with ice and keeping the high-performance environment atmosphere.</p> <p>SSt also advised that she, NH and DL did a midcycle budget review, which was very productive and finances</p>	

are tight but comfortable to achieve what is needed. There is still 45k to find in the paralympic programme to deliver all plans through to 2026, therefore any surplus for the remainder of the year will support our longer term ambitions with the Paralympic Programme.

FS asked if there was anything else of significance that was not included in the mid-cycle budget review that BC would have liked to have in there. SS advised not immediately but that some contingency has been built into the budget should anything arise. NH noted that staffing will require some looking ahead, and scoping out options, but feel confident in what has been included. NH also highlighted that budget will need to be created for investment in stones for another cycle as done previously by the end of 2025/26.

Governance

SS and NH met with John Harrison from UK Sport and several items have been updated on the Governance Action Plan.

On key element to focus on is the BC website as it needs to have Board minutes available as well as other key documents. The latter part of the year will focus on policy review and success plan.

GC noted that the phrasing in the 6th box '1:1 with the director, annual board' and asked whether it could be split. SS agreed to action and update. NH noted that the Governance work is really important, but some requirements and time taken to complete is really challenging for BC as a small organisation.

PB queried whether the restructure of UK Sport will have an impact on the ongoing governance work. NH said the new UKS structure was still to be confirmed. KW advised that the social impact team is being retained.

No further questions were raised.

4.0

Interim Performance Directors Report

A report and papers were shared with the directors in advance of the meeting.

DL highlighted a couple of key points from his report:

- 4 Men's teams in the top 20, 2 teams in the medal zone, however they are not taking this for granted and recognise there is room to improve.
- Mixed Doubles will be a focus in the coming season, with the structure of 5 pairs consisting of the top programme teams will be selected. This is added strain on logistics, athletes and coaches. This will add in further competitions and training to those selected.
- Women's program ended disappointedly, there were good points though that must be recognised, beating some of the best teams, and rankings going up.
- A trial phase of 9 WCP women has been set up ahead of confirming who is in what team and position. This introduces competition for places, reinforces athletes working well with each other, and takes away from the 'same old, same old' feel. This does create challenges in planning schedules for the season and creates uncertainty in the teams and athletes who will play with who and when they will play. This trial is significantly different from Beijing. There is a meeting taking place with all 9 athletes, NH, GD and myself to talk through and reiterate the aim of the trial and the potential it creates. Once the trial is complete it may be that teams do stay the same or they may change, but teams will be confirmed in time.

DL updated the Board on the Paralympic Programme.

DL reminded the board that previously the wheelchair program was funded as medal support for 1 team of 5 athletes, this year that will change, and enable funding for the pathway program. Now we will be able to support an additional 5 athletes, team England and the pathway program. Existing and new athletes are really excited about this.

	<p>DL highlighted concern over team program and creating strong unit. To direct focus on these, coaches discussed and came away with 4 values to uphold when part of the program. The Paralympic Head Coach has created a different structure and system to promote those demonstrating the values and demote those that are not, giving ability for those who want to develop to further themselves and create healthy competition to earn your place on the squad.</p> <p>NH advised the Board that DL's role in the para side of the program has been significant, having direct team leadership at worlds. DL skills and SSw coaching is a strong team and is working the program in the right direction.</p> <p>FS expressed his surprise that the culture point had to be mentioned to the athletes. DL said the challenges for coaches are significant. Highly caring and compassionate team. No major concern about lack of ability, but levelling up and as a group maintaining it will be critical.</p>	
<p>5.0</p>	<p>CEO Report NH shared a report ahead of the board meeting and noted a few key updates:</p> <p>NH updated the Board on the recent annual review meeting with UK Sport and confirmed they had an honest and blunt conversation about the Paralympic programme, but UKS understand and support our vision for moving forward in the cycle. The outcome included increasing funding for the para program.</p> <p>NH addressed the board and thanked DA for his impact over the last 4 years, his hard work, amazing efforts and late evenings and weekend work were all noticed and greatly appreciated. NH further confirmed that an internal member of staff had been appointed and there would be no gap between DA departure and the new Pathway manager starting, making the transition smooth and the program supported throughout such a busy time</p> <p>NH discussed the 2024 World Championships and that moving forward that BC and SC need to review and flag how international competition for national duty will be funded. It may be challenging but will make it worth for both BC/SC. A challenge out of anyone's control is WC setting the locations of each event. FS agreed that a constructive way forward for both would be beneficial.</p> <p>NH raised the matter of risk registers and proposed that BC use a more pertinent way to share risk with the board and key mitigations. Highlighting key risks to the board rather than being buried in a registered report.</p> <p>The Board discussed the performance at World Mixed Doubles and NH confirmed there was a learning point for BC to ensure enough rest and recovery between competitions.</p>	
<p>7.0</p>	<p>Minutes of Last Meeting The minutes of the previous meeting were formally approved by the Board.</p>	
<p>8.0</p>	<p>Matters Arising No Matters arising.</p>	
<p>9.0</p>	<p>Date of Next Board Meeting TBC.</p>	