

**MINUTE OF MEETING OF THE SCOTTISH RUGBY CLUB RUGBY BOARD  
HELD AT 5PM ON WEDNESDAY 17 JANUARY 2024  
AT SCOTTISH GAS MURRAYFIELD AND BY MICROSOFT TEAMS**

**Present:**

Keith Wallace	(KW)	Vice-President
Alistair Forsyth	(AF)	Borders Regional Representative
Murdo Gillanders	(MG)	Edinburgh Regional Representative
Jim O'Neill	(JON)	Glasgow South Regional Representative (online)
Kevin Quinn	(KQ)	Premiership Representative
Bob Richmond	(BR)	North Regional Representative (online)
Neil Sutherland	(NS)	National 2 Representative (online)
Hazel Swankie	(HS)	Midlands Representative
David Jamieson	(DJ)	Glasgow North Regional Representative (Online)
Mhairi Hay	(MH)	Referees Representative (Online)
Mike Bruce	(MB)	Women & Girls Representative (online)
Gavin Scott	(GS)	Director of Rugby Development
Ian Carse	(IC)	National 3 Representative (online)

**Apologies:**

Gib McMillan	(GM)	Schools Representative
Angela McCracken	(AM)	Head of Legal and Governance
Gerry Tosh	(GT)	National 1 Representative

**In Attendance:**

Colin Rigby	(CR)	President (Online)
Chris Hildrey	(CH)	Head of Regional Development
Vicky Cox	(VC)	Head of Competitions & Compliance (Online)
Neil Graham	(NG)	Head of Game Development
Steve Turnbull	(ST)	Head of Rugby Development Operations
Robert Howat	(RH)	General Counsel
Finlay Ramsay	(FR)	Rugby Development Administrator
Rosy Ryan	(RR)	Lead Development Manager for Women & Girls Rugby (Online)

**1. Introduction ACTION****1.1 Quorum and Apologies**

The Vice-President noted that a quorum was present and opened the Meeting.

Apologies were noted from the Schools Representative, National 1 Representative and the Head of Legal & Governance.

**2. Minutes****2.1 Minutes of 18 October 2023**

The Minutes of the CRB Meeting of 18 October were **APPROVED**.

**3. Actions**

## PRIVATE &amp; CONFIDENTIAL

- 3.1 Actions from previous meeting
- 3.1.1 *Update on location of Minutes of the website: COMPLETE* - It was noted that the location of the minutes on the webpage had been updated to be more accessible and further steps would be taken such as inclusion in Club Communications.
- 3.1.2 *Election Rules Progress Update: COMPLETE*
- 3.1.3 *Review of consultation process on NCRs: To be discussed under item agenda item 5.5.*
- 3.1.4 *Invite Head of Pathways and Elite Coach Development to October CRB Meeting to discuss movement of players from academy to clubs: Ongoing* - It was agreed that the Head of Pathways and Elite Coach Development would be invited to the March Meeting following completion of pathway review. KW
- 3.1.5 *The Safeguarding Team advised that the Terms of Reference for the independent advisory group were to be shared in the coming months: Ongoing* – It was noted that the Safeguarding TOR were still outstanding and to be circulated. KW
- 3.1.6 *Safeguarding training to CRB Members, and that the Child Wellbeing & Protection Manager would be in touch to ascertain availability for training: Ongoing* - Communications regarding safeguarding training for CRB Members would be circulated post-Meeting. The training would be linked in with that of the SRU and SRL Boards.
- 3.1.7 *Safeguarding case numbers to be reported in quarterly reports: COMPLETE*
- 3.1.8 *Single-topic, online strategy meeting to take place in November: COMPLETE*
- 3.1.9 *National 2 Representative stated concerns with the youth system (pathway), would like to share his thoughts with the Rugby Development team following the meeting: The National 2 Representative voiced concerns at not being included with the Pathway focus group. The Vice-President noted that this was not a decision made by Rugby Development and would be picked up offline.*
- 3.1.10 *NCR Consultations to commence in January 2024 CRB meeting: To be discussed under item agenda item 5.5.*
- 3.1.11 *The Rugby Development team advised that quarterly reports on injury statistics would be provided by Scottish Rugby to CRB members: An update was provided by the Head of Game Development and the report was taken as read. The Head of Game Development to circulate the recent IRFU report of similar content.* NG
- 3.1.12 *Borders Regional Representative noted that there was less visibility on tickets for women's internationals and how to sell these to clubs: COMPLETE* - The Head of Rugby Development Operations updated Members that the Head of Ticketing advised there was a ticketing review being undertaken and they would be link in with clubs regarding Women's international tickets.

*Director of Rugby Development to speak to high performance employee in question regarding "Big Rig" application: COMPLETE* - The Director of Rugby Development noted he had spoken with the High Performance colleague. The application had been withdrawn.

- 3.1.13 *Information on how to vote by proxy at AGM to be redistributed: COMPLETE* - The proxy and in person formats were discussed. It was agreed that dates would need to be confirmed by late spring. If a date was confirmed with enough notice the Head of Competitions and Compliance noted she would look to align a rest week with that of the AGM to maximise attendance and input of member clubs.

VC

#### 4. Strategy Session

##### 4.1 *Update on Corporate Strategy and Pathway Review*

The Vice-President noted that a decision in principle from SRL on the Pathway review was expected by the end of week beginning 22 January 2024, with changes being communicated to CRB and confirmed by the end of February 2024. The Vice-President noted the potential need for a single topic meeting on this and noted this may be left for further review by the incoming Performance Director.

The Premiership Representative suggested the need to find out what the pathway product is and requests a better sense of timing. It was also suggested identifying a date for the single topic meeting. The Vice President noted this would be picked up in AOB.

##### 4.2 *Rugby Development Strategy*

The Director of Rugby Development thanked Members for feedback provided on the circulated strategy material and noted a more formal and detailed document would be available for the March Meeting before launch of the strategy in June 2024.

The timeline and objectives of Rugby Development working groups was outlined to the group by the Head of Game Development.

The Premiership Representative noted his appreciation for the work put in and the ability to provide feedback. He noted his wish for the language of the strategy to be looked at and to ensure it is suitable for the target audience.

The Vice-President also noted his appreciation for the work put in by the Rugby Development Department. He highlighted that budget sign off would be in June which leaves adequate time after CRB are presented with this in March to make changes.

The Vice President questioned whether CRB presence would be beneficial at the Rugby Development Department's working groups. The Director of Rugby Development noted that these meetings would take place around existing staff schedules and he would update the Vice President on this.

GS

The Vice-President requested for Meeting papers to be circulated at least one week prior to the meeting.

## 5. Business Reporting

The Vice-President noted the playing numbers had stabilised and were not declining.

The North Representative noted the general theme was of improvement and that good news stories from this should be spread to develop relationships with the public and media. The Director of Rugby Development agreed with the need to share good news and cited the Community Game Conference as an opportunity to do so.

### 5.1 *Regions & Game Development Report*

The papers were taken as read.

The Borders Representative noted his wish to be involved or to have had awareness in a recent Borders Council meeting. Head of Regional Development is to pick this up with the East Region Director.

CH

### 5.2 *Rugby Development Data & Business Report*

The papers were taken as read.

### 5.3 *Rugby Development Additional Report*

The papers were taken as read.

### 5.4 *Competition Rules & Regulations Review*

The Head of Competitions and Compliance shared timelines on NCR reviews which had minimal changes from previous version.

The Borders Representative and Edinburgh Representative noted they would have members of their forum who would be interested in inputting. A discussion took place regarding how this could be streamlined. Nominations for any individuals who would like to be involved should be passed to the Head of Competitions and Compliance who will look at how best to involve them.

VC

#### 5.4.1 *NCRs 2024/25 Consultation Timetable*

The papers were taken as read.

#### 5.4.2 *S&Y NCRs 2024/25 Consultation Timetable*

The papers were taken as read.

### 5.5 *National Cup Competition Rules 2023/24*

#### 5.5.1 *National Cup Competition Rules 2023/24 - Men's*

The Men's NCRs were **APPROVED** subject to review of suggested changes outlined by the Borders Representative (sent via email). The Head of Competitions and Compliance would liaise with the Senior Competitions Administrator to make the suggested changes.

VC

### 5.5.2 *National Cup Competition Rules 2023/24 - Women's*

The Women's NCRs were **APPROVED** subject to review of suggested changes outlined by the Borders Representative (sent via email). The Head of Competitions and Compliance would liaise with the Senior Competitions VC Administrator to make the suggested changes.

### 5.6 *Proposal for updated Competition Committee Terms of Reference/Committee Structure*

The group welcomed the paper and discussed the balance of an empathetic approach with localised, club centred solutions.

The Women and Girls Representative noted his appreciation for the update and its desired impact on the Women's game.

### 5.7 *SROI Update*

The papers were taken as read.

The Head of Rugby Development Operations provided an update on response rates to the SROI survey and advised the survey would in mid-January and noted responses had exceeded expectations.

The Head of Rugby Development Operations noted a data evaluation piece would be the next stage, with a draft report following in March's CRB Meeting. The full report would be shared in April 2024.

The Vice-President noted the impressive response rates and thanked all Members and Clubs for their buy-in.

### 5.8 *W&G Advisory Groups*

The Women and Girls Representative introduced the work that had been undertaken by the Women and Girls Advisory group.

The Lead Development Manager for Women & Girls Rugby outlined the context, structure and aims of the advisory group in addition to the alignment with the Women and Girls Strategy.

An overview and composition of the groups along with meeting dates and sample agenda.

The Women and Girls Representative noted the boost Celtic Challenge had on the game and outlined the need to bring grassroots with it.

The Vice President clarified there would be a standing invite to CRB representatives.

The Match Officials Representative outlined the need to include a match official presence in these groups, to ensure the whole Women and Girls game is growing.

5.8.1 *W&G Advisory Groups Terms of Reference*

The Terms of Reference were endorsed on the basis an initial term of one year to be added for individuals not in the group through a Scottish Rugby contracted role.

5.9 *Q4 Regulatory Statistics*

The paper was taken as read.

**6. Activity Reporting**

6.1 *Key Issues from CRB Member Quarterly Reports*

The Glasgow North Representative highlighted the challenges the weather was presenting to clubs in the West and thanked the clubs and Competition Committee for flexibility.

The National 2 Representative noted clubs seemed to look forward to Cup Competitions. The National 2 Representative also noted the increase in ticket prices and his concerns on the impact this was having on club members.

**7. CRB Governance Approvals**

7.1 *Update from Legal Team*

The paper was taken as read.

7.2 *Associate Body Membership – Border District*

The paper was taken as read.

The Vice-President noted he would reach out to the Head of Legal and Governance to acquire an analysis of risks and complications surrounding the Associate Body Membership. KW

CRB members were asked to feedback any positives or critiques of the current paper to the Vice-President. All CRB

**8. Diversity And Inclusion Update**

No update provided.

**9. President Update**

No update provided.

**10. AOB**

The Vice-President requested members to ringfence the evenings of January 31, February 7<sup>th</sup> and February 14 for a potential single topic meeting regarding pathway.

**11. Chair Remarks**

No remarks noted.

**12. Chair Remarks**

The Vice-President thanked those who attending online and in-person.

With no further business the Vice-President closed the Meeting at 19:50.

**13. Date of Next Meeting**

13 March 2024

**MINUTES APPROVED 13 MARCH 2024**