

12 November 2025

To: **Secretaries of Full Member Clubs and Associated Bodies**
Secretaries of Associate Clubs (*For Information only*)
Members of the Scottish Rugby Union Board and Club Rugby Board
Members of the Scottish Rugby Limited Board
Past Presidents

Distribution by Email



Scottish Rugby Union
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Dear Colleagues,

SCOTTISH RUGBY UNION (THE “UNION”) - ANNUAL GENERAL MEETING 2025 - 26 NOVEMBER 2025

The SRU Annual Report for 2024 /25 will shortly be available to download via the following link:

<https://scottishrugby.org/about/annual-reports/>

A copy of the Report of the Union’s Standing Committee on Governance will also be available on the Scottish Rugby website, together with the other AGM documentation and can be accessed via the link below:

<https://scottishrugby.org/scottish-rugby-union-agm/>

Online Briefing on Financial Statements – Wednesday 19 November 2025 at 5.30pm

By way of reminder, Scottish Rugby Limited’s Chief Financial Officer, David White, is holding an **Online Briefing Session** on the financial statements included within the Annual Report on **Wednesday 19th November 2025** from **5.30pm – 6.15pm**.

This will be conducted on the Microsoft Teams AV platform.

If you, or representatives of your club would like to attend, please register by contacting Laura Mahadea (E:laura.mahadea@sru.org.uk) providing your name, an email address and a contact telephone number, by **5pm on Friday 14 November 2025**.

Attending the Meeting

The Meeting is being held in-person at Scottish Gas Murrayfield **and** online.

If your representatives are attending the AGM, please provide the following information to Laura Mahadea (E: laura.mahadea@sru.org.uk) by **12 Noon on Wednesday 19 November 2025**:

- (i) the names of your representatives;



- (ii) whether they will be attending in person, or online; and
- (iii) if they are attending online, an email address for each individual and a contact telephone number (in case of any technical issues).

Your representatives for the AGM do not need to be office bearers but must be current members of the Club or Associated Body they are representing, or an associate club from the regional forum that has appointed them to attend.

If you have not confirmed attendance in advance of the Meeting, we will assume that online attendance remains a possibility and will issue log-in details ahead of the Meeting to your nominated contacts on SCRUMS to ensure that the opportunity to attend remains available.

It would be very helpful if you could ensure that your SCRUMS details are up to date and check your spam / junk folders.

If you are planning to attend online, log-in details and instructions will be circulated on Friday 21 November so that they are readily to hand ahead of the Meeting.

If that is not the case, please contact Laura Mahadea by email at laura.mahadea@sru.org.uk.

Proxy voting

By way of reminder, a proxy voting service is available via Lumi, the electronic meeting platform host.

If your representatives are unable to attend the Meeting in person or online, please use the proxy voting service to ensure that your club's votes can be recognised and contribute to the quorum requirement for the Meeting.

You can appoint a proxy or amend the details until 48 hours before the Meeting.

Details of how to access this service have been circulated from SRU@lumiengage.com using the contact details that you have provided on SCRUMS.

Questions

The Order of Business for the Meeting includes a Question and Answer session. Questions may be asked on the day in the room if attending in person or if attending online, by using the electronic messaging or telephone service.

If you would like to submit a question for the AGM in advance of the Meeting, you can do so online via the Lumi platform or you can send it to:

Laura Mahadea (E: laura.mahadea@sru.org.uk) by **12 Noon on Thursday 20 November 2025**.

A further copy of the template form is attached for you to use if you wish, and is also available on the website.

We may group questions which seek to address a similar subject matter and respond to these together.



Should you have any queries on any of the above, please do not hesitate to contact Laura Mahadea (E: laura.mahadea@sru.org.uk) in the first instance.

Many thanks.

Yours sincerely



Robert Howat
Secretary



Q&A FORM

SCOTTISH RUGBY UNION

ANNUAL GENERAL MEETING 2025

WEDNESDAY 26 NOVEMBER 2025

If you would like to raise a question for the AGM please complete and return the form below **by 12 Noon on Thursday 20 November 2025.**

The form should be returned to Laura Mahadea by **email** to :

laura.mahadea@sru.org.uk

Name of Club / Associated Body:	
Q1.	
Q2.	

Signed _____

Name (PRINT) _____

Position _____

Date _____

Telephone _____



BUILD **BELONGING**

BE **BRAVE**

As One

CREATE **CLARITY**

BRING **PASSION**