



Minutes of the Annual General Meeting of
British Universities and Colleges Sport Limited
13:40 Tuesday 5 December 2019
Holywell Park Conference Centre, Loughborough University

Company No. 06483060

No.	Minutes
1.	<p><u>Introduction</u></p> <p>The CEO, Vince Mayne, welcomed everyone to the AGM. Apologies were given on behalf of Professor Sir Ian Diamond (BUCS Chair). The CEO advised members that Board member, Cathy Gallagher, will chair the AGM in Sir Ian's absence.</p> <p>The Chair welcomed everyone to the 2019 AGM and the meeting opened at 13:40</p>
2.	<p><u>Attendance</u></p> <p>Please see attached Appendix 1 for a full list of members who attended this AGM.</p>
3.	<p><u>Apologies for absence</u></p> <p>Board: Prof. Sir Ian Diamond Ben Moorhead Josef Baines Nigel Wallace Born Barikor</p> <p>Members: Please see attached Appendix 1 for a list of those members who did not attend this AGM.</p>
4.	<p><u>Minutes and matters arising</u></p> <p>Points of accuracy: There were no points of accuracy raised on the minutes of the meeting on 4 December 2018.</p> <p>Matters arising:</p> <p>Note: for clarification, the accounts do not require member approval. Approval of the annual accounts is by the Board and the accounts are presented to the AGM. There were no further comments on the minutes of the last meeting.</p> <p>There being no other matters arising the minutes of the AGM on 4 December 2018 were approved.</p>



5.	<p><u>Chair's report</u> A written report from Prof Sir Ian Diamond was read to the meeting. The wording is below:</p> <p>It has been an enormous pleasure to be Chair of BUCS since 2014; and before that to be on the Board under the inspiring leadership of Ed Smith. During that time there have been many challenges brought about by changes in the context both economically and culturally in higher education and the wider economy. However throughout this time the BUCS staff, led by first Karen Rothery and more recently by Vince Mayne, have never failed to work tirelessly to deliver a first-class sporting experience for our students across so many universities and colleges. The expansion of work to encourage participation has also been truly remarkable.</p> <p>Two key areas of BUCS' work have been on the relationship between sport and employment opportunities and mental health. This campaigning work has been very successful but, fundamentally, we need to remember that sport is fun and that enormous numbers of students have had fun in BUCS competitions and made lifelong friends.</p> <p>I would like to acknowledge and thank all the Directors of Sport and Student Presidents who contribute so much to BUCS' endeavours; and finally, from the bottom of my heart, I would like to thank the current and past Board members who have worked tirelessly to support BUCS in a multitude of ways. Craig Mahoney, to whom I wish every success, is a very lucky man! To everyone, thanks for all your help, good luck and may you always enjoy your sport.</p> <p>Ian Diamond, December 2019.</p>
6.	<p><u>CEO report on BUCS activities</u></p> <p>We are striving to provide the best university sport experience in world. Having recently attended the FISU conference it was encouraging to observe that we are performing better than many of the global sport HE governing bodies.</p> <p>We are still delivering a huge scale and quality of events – both in the breadth and depth of the sport offer, and we are providing world class delivery in events. The league programme has highlighted the increase in female participation; there is more to work on, but we are making progress. We need to ask how we learn from this and build it into other areas. Work is ongoing on para sports and how we develop this area.</p> <p>Back office processes within BUCS have seen improvements over the last year which have led to improvements in efficiency. Member engagement remains a big priority; what is of value and what are the priorities for members. It will be key to see how we can enhance this area.</p> <p>Disciplinary – how do we change this? There is a challenge around the culture of HE sport. We need everyone to be involved – BUCS staff, member staff, students, supporters, NGBs. There is the potential for significant reputational risk to HE Sport in this area. I recently attended the Headmasters and Mistresses conference and spoke about problems with public school students. They highlighted two institutions which we know have problems, and they have been reluctant to promote these institutions to their students. At the Downhill Snowsports Championships, for the first time we had to have sniffer dogs at the event, mainly for the student spectators. There is a concern around some of the attitudes displayed around sport. We need to work together to address the cultural approach and ensure a positive approach and attitude is taken to sport.</p>



	<p>There have been some reports of problem initiations. Institutions have taken robust actions and we are getting support from the RFU, England Hockey and the British Athletes commission who want to work with us.</p> <p>Thanks to all members for your commitment during the last year. It is only down to you that we succeed, and I hope we continue to grow as an organisation.</p>
7.	<p><u>Applications for membership</u></p> <p>Ref. Appendix 2 The six applications for full membership were approved.</p>
8.	<p><u>Appointment of the Chair</u></p> <p>Ref. Appendix 3</p> <p>Steve Egan, Board member and Chair of the Nominations Committee, provided a brief background to the process and confirmed the Nominations Committee unanimously approved the appointment of the Chair.</p> <p>Members approved Professor Craig Mahoney as the new Chair of BUCS (by a majority). There were no votes against.</p>
10.	<p><u>Annual Report and Accounts</u></p> <p>Duncan Jones, BUCS COO, presented on the annual report and accounts for YE 31 July 2018.</p> <p>Several questions were raised by members.</p> <p>Q: What is the expenditure to go into deficit? DJ: it is the capitalisation of technology over the next 4 years</p> <p>Q: If commercial revenue is not achieved, what happens? DJ: this will to be monitored carefully and we will know in sufficient time if we need to make changes. We are aiming to make delivery areas cost neutral.</p> <p>Q: Current income from the FA & Sport England, are there any assurances of continuation of this income? VM (Vince Mayne, CEO): this doesn't affect our overall figure; the money comes in and goes out to members. Any changes would not make a net difference but would make a difference in delivery to members. Work is ongoing on seeking funding/grant income from other home nations in order to recognise the value of HE sport.</p> <p>Q: With regards to the commercial income targets, what assurance have been given that they are achievable? DJ: research was done as part of the technology improvements which showed these targets should be achievable. If we are not delivering against target, this will be addressed as soon as possible.</p> <p>Q: Regarding commercial targets, where is the potential within the commercial income? Is it sponsorship? Are there tensions between member sponsor agreements and potential BUCS partners? DJ: we are aware there is the potential for conflict with members, but we are very conscious of this. There are other commercial avenues, for example we have a revenue share with the partnership with Playwaze. There is also a commercial arrangement with NSE (National Student e-Sports) in which a percentage of their sponsorship income comes to BUCS. There are other avenues with potential partners.</p>



	<p>AW (Andy Westlake, BUCS Board): Commercial income is not just about sponsorship. There are options such as revenue generation through advertising. BUCS agenda should be HE wide. £750k is achievable and the commercial strategy will be presented to Board and carefully monitored.</p> <p>Q: We are entering a period of increased risk around finances. If there is a need to generate more income, will members be asked to contribute more? DJ: the numbers are forecast on inflationary increases only to affiliation fees and there is no plan to ask members for more.</p> <p>Q: Why have governance costs doubled? DJ: It is mainly because the data has been presented in a different way this year.</p> <p>Q: Should we be looking to invest more in BUCSPlay in the future given the importance of the competitions programme? DJ: yes, within existing funds. This will be part of budget discussions presented to the Board.</p> <p>Q: Given we are forecasting a loss, are we putting ourselves in a worse position by taking on new sports? JM (Jenny Morris, Director of Delivery): any new sports go through a rigorous review process part of which is the implementation and whether it is feasible for these sports to go ahead. Each sport is appraised on what the return might be and what the impact is.</p> <p>Q: That still takes staff time, and competitions have expanded, is there a concern around the risk? JM: the externally funded programmes are ring-fenced. If funding ceased, that programme would cease but not impact core sport delivery.</p> <p>Q: What are the cash reserves? DJ: the cash flow statement is in the accounts. The main challenge to cash flow is at the end of financial year. There may be a need for a short-term overdraft facility. BUCS also has the charitable investments which could be accessed with immediate effect if required.</p> <p>Please feed in requests for further information to regional chairs.</p>
13	<p><u>Appointment of the Auditors</u></p> <p>The appointment of RSM as the auditors was approved.</p>
15.	<p><u>AOB</u></p> <p>The Chair invited any other competent business. No other items of business were raised.</p>
16.	<p><u>Date of Next Meeting</u></p> <p>The next AGM is scheduled to take place on 8 December 2020 at Holywell Conference Centre, Loughborough</p>
17.	<p><u>Close of Meeting</u></p> <p>There being no further business the Chair closed the meeting at 15:08.</p>



Appendix 1

List of BUCS full members who **attended** BUCS AGM on 5 December 2019.

71 member institutions attended. This represents 46% of member institutions attending.

(Quoracy is 52 institutions (one third of the total membership)).

Legal Member Name
Anglia Ruskin University HEC
Bangor University
University of Bath
University of Bedfordshire
University of Birmingham
University of Bolton
Bournemouth University
University of Brighton
University of Bristol
Brunel University
University of Cambridge
Canterbury Christ Church University
Cardiff University
University of Central Lancashire
University of Chester
City, University of London
De Montfort University
University of Derby
Durham University
The University of East Anglia
The University of East London
Edge Hill University
The University of Edinburgh
Edinburgh Napier University
University of Essex
University of Exeter
The University of Glasgow Court
University of Gloucestershire
Heriot Watt University
University of Hull
Imperial College London
Keele University
King's College London
The University of Leeds
Leeds Beckett University (Carnegie)



University of Leicester
University of Lincoln
University of Liverpool
Liverpool John Moores University
London Metropolitan University
London South Bank University
Loughborough University
The University of Manchester
Manchester Metropolitan University
Middlesex University
The University of Newcastle upon Tyne
Northumbria University
The University of Nottingham
Nottingham Trent University
The University of Oxford
Oxford Brookes University
University of Portsmouth
The Queen's University of Belfast
Robert Gordon University
Royal Holloway & Bedford New
University of Salford
The University of Sheffield
Sheffield Hallam University
Southampton Solent University
University of South Wales
University of Stirling
University of Strathclyde
University of Suffolk
University of Sunderland
University of Surrey
University College London
The University of Warwick
The University of the West of England, Bristol
University of the West of Scotland (UWS)
University of Wolverhampton
The University of York

List of BUCS members who **did not attend** AGM on 5 December 2019

Legal Member Name
University of Aberdeen
Abertay University



Prifysgol Aberystwyth University
AECC University College
Arts University Bournemouth
Askham Bryan College
Aston University
Bath Spa University
Birmingham City University
Bishop Burton College
Bishop Grosseteste University
Blackburn College
Borders College
University of Bradford
Brooksby Melton College
Buckinghamshire New University
Cardiff Metropolitan University
University of Chichester
Coventry University
Cranfield University
University for the Creative Arts, Surrey
University of Cumbria
DN Colleges Group
University of Dundee
Easton & Otley College
Falmouth University
Glasgow Caledonian University
Glasgow Clyde College
Goldsmiths' College
University of Greenwich
Harper Adams University
Hartpury University
University of Hertfordshire
University of Huddersfield
Hult International Business School
The University of Kent
Kingston University
Lancaster University
The University of Law Limited
Leeds City College
Leeds Trinity University
Liverpool Hope University
University of London (ULU)
The London School of Economics & Political Science



The Manchester College
Moulton College
Newman University
The University of Northampton
Plumpton College
University of Plymouth
Queen Margaret University, Edinburgh
Queen Mary, University of London
University of Reading
Richmond American International University
University of Roehampton
The Royal Agricultural University
The Royal Veterinary College
University of St Andrews
St Mary's University College
Scotland's Rural University College
SOAS, University of London
South Gloucestershire & Stroud College
The University of Southampton
St George's Hospital Medical School, University of London
University of St Mark & St John
Staffordshire University
University of Sussex
Swansea University
Teesside University
Tottenham Hotspur Foundation
UCFB
University of the Highlands & Islands
Ulster University
University College Birmingham
University of The Arts, London
The University of Wales Trinity & St David
Wakefield College
University of West London
University of Westminster
University of Winchester
University of Worcester
Wrexham Glyndwr University
Writtle University College
York St John University