



Minutes of the Annual General Meeting of  
British Universities and Colleges Sport Limited  
The Venue, De Montfort University, Leicester  
13:15 Tuesday 4 December 2018

Company No. 06483060

No.	Minutes	Action	Date by
1.	<p><u>Introduction</u></p> <p>The Chair welcomed everyone to the 2018 AGM and the meeting opened at 13:20.</p> <p>The Board members present were introduced.</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: Ben Moorhead Katy Storie Josef Baines Nigel Wallace</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>There were no comments on the minutes of the last meeting.</p> <p>A comment was raised around the finances and resources and a suggestion of additional commentary around this area, but this has not been reflected in the accounts.</p> <p>The CEO advised that additional commentary will be produced in new year.</p> <p>There being no other matters arising the minutes of the AGM on 5 December 2017 were approved.</p>		
5.	<p><u>Chair's report</u></p> <p>The Chair observed that the financial position at universities in England will not get easier over next year. Once the outcome of the review of HE funding in England is known, it is unlikely the position will improve.</p>		



	<p>As a sector, we will be in a position where finances for universities and colleges will be tight. Skills will be needed that are both learnt inside &amp; outside the classroom. It is crucial that we make the case that sport is critical. The Chair emphasised that the voice of the student has never been more important, and we need to make a case for why sport is important.</p> <p>Reflecting on the financial position of last year, the Chair acknowledged that BUCS had experienced difficult times and has now moved into a much better position. The Chair expressed gratitude to all staff for the efficiencies, innovation and hard work to get to this position.</p> <p>Addressing some of the strategy areas, the Chair noted that the work on the sport review has been very good and thorough, and currently has lead to the potential of bringing in four new sports. It is also very important that inclusion is included in the sport review. Sport must be inclusive and stand up for inclusion. It also has a role in supporting mental ill health.</p> <p>To conclude, the Chair emphasised that sport has never been more important and particularly in universities and colleges has never been more important. He thanked the entire staff at BUCS for their work and gave thanks to the members of Board, particularly Vicky Ackerley, who has concluded her terms on the Board in her role as Chair of the Senior Managers Executive Group.</p>		
6.	<p><u>CEO report on BUCS activities</u></p> <p>The CEO started by looking back at the year. It has been a challenging year in which staff &amp; members have stepped up and engaged. The Board has supported the staff and lead on strategic areas as well as offering necessary challenge. More is being asked of us all, with less resource and fewer staff. We are aware of the need for change but must also maintain business as usual. It has been a hard year, but we are in a good place now. BUCS is continuously striving towards our mission of being the 'best university sport experience it the world'.</p> <p>The CEO focused on the specific strategy strands and the work that has been undertaken. The Physical Health and Activity work is making an impact on significant numbers and is well supported by</p>		



<p>the strategy group. Social and Recreational Sport – the work in this area is starting to impact on students who wouldn't have engaged before Competition – ongoing work on the sport review and clear progress is being made particularly in consultation with governing bodies and members.</p> <p>The CEO covered some of the statistics around sport for the last year and reflected that it is a huge operation and the quality has been maintained.</p> <p>Looking forward to the key actions for year ahead, the CEO focused on the Initiations proposal and noted that we need to be taking action now. We will be proposing using an online reporting tool and looking at appropriate sanctions. Changes will come into force and there will be continued consultation with and information to members.</p> <p>In summary, the CEO observed that this had been an incredibly hard year for the BUCS office both in terms of the volume of activity undertaken but the limited and reduced resources available. The staff responded incredibly well to the challenge going above and beyond what could reasonably be expected of them. The engagement of key stakeholders in addressing challenges has been excellent and we are on the right track to progress. The CEO thanked members for their support and engagement in moving BUCS forwards.</p> <p>Questions were invited from the members.</p> <p>Question: The Chair spoke about a bleak financial future; what preparation is BUCS doing for the scenario of members struggling financially? Chair: over the last year, we have looked at what we need to do. A lot of work is going into upgrading systems and data collection which could improve commercial opportunities. The organisation is looking at efficiencies and how best to monetize to increase income. BUCS will not look at over inflation increases to affiliation fees. If funding is such that members have significant reductions, then BUCS will have to consider what the priorities are.</p> <p>Question: with regards to inclusion, the current BUCS Board does not appear to be very diverse. Is there any action around this? Chair: it is unfortunate that Katy Storie &amp; Vicky Ackerley (Board members) are absent. We assure members that action is taken to encourage diverse applications, and inclusion and diversity is not just about gender.</p>		
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	<p>Question: regarding initiations; there is a concern that with a blanket ban that initiations will go underground, and it will be even harder to control. Vince Mayne (CEO): the intention will be to class types of behaviour, but this doesn't mean we should stop actions to tackle this behaviour. We must do something to change the current culture.</p> <p>Question: with the problems NUS is having, are there any issues for BUCS? Chair: No. BUCS operates as an independent organisation. The student voice is more important now than ever and students need to say sport is important. We don't believe the issue of the NUS will impact if the case is made for sport.</p>		
7.	<p><u>Applications for membership</u></p> <p>Ref. Appendix 2 The four applications for full membership were approved.</p>		
8.	<p><u>Annual Accounts</u></p> <p>Ref. Appendix 3</p> <p>Audited Financial Statements for year ending 31 July 2018 including the Trustees report were presented to the meeting.</p> <p>The CEO advised that the BUCS office will aim to produce commentary around the accounts to improve clarity of the information. He also noted that against a budget target of £50k surplus, there was around a £162k operating surplus this year.</p> <p>Questions were invited from the members.</p> <p>Question: please could you clarify what is miscellaneous expenditure? Duncan Jones (Director of Operations): it is not that clear in the presentation of the accounts. What it does cover is vehicle hire, branding, expenses, trophies, medals.</p> <p>The Chair asked members that subject to commentary, are members prepared to accept accounts?</p> <p>Members approved the annual accounts (by a majority).</p>		
10.	<p><u>Appointment of Board members</u></p>		



	<p>The Chair noted that Vicky Ackerley has stepped down from her role as Chair of the Senior Managers Executive Group and Cathy Gallagher has been elected to that role. Cathy will therefore assume the Board position associated with the Chair role.</p> <p>Appendix 4 – Recommendation for Board members Re-appointment of A Westlake and appointment of J Baines &amp; N Wallace. The Board members were approved (by a majority).</p>		
13	<p><u>Appointment of the Auditors</u></p> <p>The appointment of RSM auditors was approved.</p>		
15.	<p><u>AOB</u></p> <p>The Chair invited any other competent business.</p> <p>Vince Mayne (CEO) confirmed BUCS will be recognising the centenary of HE sport in the UK next year (2019) and gave an update on current and planned work. Information has gone out to regions. There is a plan for promotion of 100 people influential over 100 years. BUCS is awaiting the outcome of whether HRH The Princess Royal can attend or host an event in June/July 2019.</p> <p>Centenary fixtures are being planned between founding institutions (as part of existing BUCS fixtures) A Centenary logo will be available for members to use. BUCS will be producing a history of university sport. A Hall of Fame will be created; this is not just for athletes, but coaches, administrators, and anyone who has been influential in the world in HE sport. The Chair offered thanks to Dan Tilley (University of Nottingham) for his work on this.</p> <p>Question: is there the potential to commercialise the CRM system? Vince Mayne (CEO): we are already looking at doing some. Yes, there will be consultation and we will keep members informed.</p> <p>Question: there is a feeling that the founding institutions (around the Centenary) have not been that inclusive. Vince Mayne (CEO): that is noted. The founding institutions have committed funding to Centenary events. Other members can be involved and will be in many areas. Sheffield will be hosting a Centenary dinner at Nationals that all can attend.</p>		
16.	<p><u>Date of Next Meeting</u></p>		



	The next AGM will take place in December 2019 with the exact date, venue and details of the accompanying programme to be announced in due course.		
17.	<p><u>Close of Meeting</u></p> <p>The Chair thanked members for their attendance.</p> <p>There being no further business the Chair closed the meeting at 14:37.</p>		

Appendix 1

List of BUCS members who **attended** BUCS AGM on 4 December 2018.

63 member institutions attended. This represents 41% of member institutions attending.

(Quoracy is 51 institutions (one third of the total membership)).

<b>Legal Member Name</b>
Aston University
Anglia Ruskin University HEC
Bangor University
University of Bath
University of Bedfordshire
University of Birmingham
University of Bristol
Brunel University
Canterbury Christ Church University
City, University of London
Coventry University
De Montfort University
University of Derby
University of Dundee
Durham University
The University of East Anglia
The University of East London
The University of Edinburgh
University of Exeter
The University of Glasgow Court
Heriot Watt University
Imperial College London
King's College London
The University of Leeds
Leeds Beckett University (Carnegie)



University of Leicester
University of Lincoln
Liverpool Hope University
Liverpool John Moores University
London South Bank University
Loughborough University
The University of Manchester
Manchester Metropolitan University
Middlesex University
The University of Newcastle upon Tyne
The University of Nottingham
Nottingham Trent University
The University of Oxford
Oxford Brookes University
Queen Mary, University of London
The Queen's University of Belfast
Royal Holloway & Bedford New
The University of Sheffield
Sheffield Hallam University
Southampton Solent University
University of St Andrews
St Mary's University College
Staffordshire University
University of Stirling
University of Strathclyde
University of Suffolk
University of Sunderland
University of Surrey
Swansea University
University College London
The University of Warwick
The University of the West of England, Bristol
University of West London
University of Winchester
University of Wolverhampton
The University of York
York St John University

List of BUCS members who **did not attend** AGM on 4 December 2018

<b>Legal Member Name</b>
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University of Aberdeen
Abertay University
Prifysgol Aberystwyth University
Arts University Bournemouth
Askham Bryan College
Bath Spa University
Birmingham City University
Bishop Grosseteste University
Blackburn College
Borders College
Bournemouth University
BPP University
University of Bradford
Buckinghamshire New University
University of Central Lancashire
University of Chester
University of Chichester
Cranfield University
University for the Creative Arts, Surrey
University of Cumbria
Dearne Valley College
Doncaster College & University Centre
Easton & Otley College
Edge Hill University
Edinburgh Napier University
University of Essex
Falmouth University
Glasgow Caledonian University
University of Gloucestershire
Goldsmiths' College
University of Greenwich
Grimsby Institute of Further & Higher Education
Harper Adams University
University of Hertfordshire
University of Huddersfield
University of Hull
Hult International Business School
The University of Kent
Kingston University
Lancaster University
The University of Law Limited





Leeds Arts University
City of Liverpool College
University of London (ULU)
London Metropolitan University
Guildford College Group
Middlesex University
Newman University
The University of Northampton
University of Portsmouth
Queen Margaret University, Edinburgh
University of Reading
Richmond American International University
Robert Gordon University
The Royal Agricultural University
The Royal Veterinary College
University of Salford
Scotland's Rural University College
SOAS, University of London
University of South Wales
The University of Southampton
St George's Hospital Medical School, University of London
University of St Mark & St John
University Campus Suffolk
University of Sussex
Teesside University
Tottenham Hotspur Foundation
Tresham College of Further & Higher Education
UCFB
University of the Highlands & Islands
Ulster University
University College Birmingham
University of The Arts, London
University of the West of Scotland (UWS)
University of Westminster
University of Worcester
Wrexham Glyndwr University
Writtle University College