



South Leicestershire

DISTRICT SCOUT EXEC(SLDSC) MEETING

DATE: 17TH AUG 2020

TIME: 19:30.

FINAL FOR PUBLICATION

VENUE: ONLINE VIA ZOOM

Minutes

Item (order covered, numbered from agenda)	Description	Who needs to take action and what needs to be done. Information	By when	Finish time
		<u>Procedural</u>		
1 a	Welcome	Attendees: Rob Row, DC; Rik Lewis, Deputy DC; Victoria Speed, Secretary; Kev Peacocke, Exec member and Chair of the meeting, Karl Collins, Treasurer; Nic Rowe, Chair UCS Committee; Elizabeth Hope, Explorers; James Henson, Ollie Row, Jamie Beeby (DYC).		19:34
1 b	Apologies	Claire Gill (Chair)		19:34
		<u>Financial accountability & stability</u>		
2	AOB	None		19:36
3	Review of previous minutes	Secretary read through the actions and the Exec agreed that the minutes were a true record of the meeting. ACTION: Secretary to arrange for the Chair to sign a copy (when face-to-face meetings resume).		
4	Treasurer's report	<u>Financial accountability & stability</u> The Treasurer, explained that the profit and loss position will be reported monthly (rather than in line with meeting dates) going forward. There will be some actions needed to manage the practicalities of the month end being at a weekend or if money is received on the 31st of a month, after other finance data has already being collected and collated. The Treasurer is putting together the finance sub-committee and the first meeting will take place end of August or the start of September. So far, the committee will include representatives from across the District in different roles. Campsite Chair gave an update on Ullesthorpe Campsite finances.		
		<u>Facilities and events</u>		
5	Campsite Committee	Campsite Chair gave an update. The campsite committee spent quite a lot of time at their last meeting looking at their risk assessment for opening the campsite up for outdoor meetings.		

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		<p>Three Groups could meet during an evening (3 separate entrances, 3 hygiene stations and using staggered start times). The campsite is preparing for when Leicestershire moves to 'amber' and outdoor meetings can re-start.</p> <p>Campsite committee has managed a socially distant work day at the campsite, and have plans for another couple of work days in the next few weeks.</p> <p>A question was asked about additional costs for the additional hygiene measures. The Campsite Chair said these were low costs (tape barrier to separate Groups and hygiene stations); the grant from Harborough DC will cover these costs.</p>		
6	District Events	Beaver online District Sleepover in early September (being organised by ADC Beavers).		
		<u>Group support</u>		
7	Appointments	DC, and the Exec may be able to progress some appointments activity but a new Chair and Secretary for the Appointments Committee are urgently needed.	19:53	
8	Groups in challenging situations and Groups Health check	<ol style="list-style-type: none"> 1. Very similar situation across all Groups in the District because of the continuing 'red' status for Leicestershire. It is also a quiet time because of school holidays. 2. The District Approvals Committee will come together in the next couple of weeks and start to review the audits coming in ready for the start of the Autumn term for, hopefully, when meetings can resume (depending on the status for the county). 3. ADC Beavers has been added to the Approvals Committee, and each person will have up to two Groups to look after during the audit and approval process. 4. Question about 'track and trace' contact details and the request from the landlord of meeting premises to have contact details for each meeting. There was some discussion about how this and similar requests could be met and the Secretary found a link on The Scout Association Website. This should be checked for the most accurate version. Essentially - the leader in charge should be the point of contact and can contact members who attended a particular meeting if there are any 'track and trace' actions needed. <p>Follow this link for TSA guidance</p> <p>https://www.scouts.org.uk/volunteers/scouts-at-home/getting-everyone-back-together-safely/faqs-protecting-ourselves-and-others/</p>	19:55	

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		<p>6. Committee member also highlighted a change in terms for their Scout Group hiring their usual venue (church hall). An additional £35 per evening will be charged to perform a deep clean at the start of meetings. Questions were asked about the possibility of other Groups being affected and DC and Campsite Chair mentioned some guidance that could help with this issue.</p> <p>https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings And</p> <p>https://www.hse.gov.uk/coronavirus/cleaning/index.htm</p> <p>NB Websites accessed 17/08/2020</p>		
9	Training update: Compliance and mandatory training changes.	<p>DC shared that lots of people have done the Zoom session for Module 17 Running Safe Activities & Preparing to Return to Scouting and which includes the risk assessment and audit to ensure Covid readiness.</p> <p>There has been a national push to get all volunteers who need Modules 1,2 and 3 to have them completed by end of August. Risk assessments for a return to Scouting need to demonstrate that the leaders have completed these modules (1,2 and 3).</p>	20:07	
10	Safety monitoring	None	20:09	
11	DC's update	<p>Already covered by some items earlier in the meeting.</p> <p>The census will take place in January, as before.</p>		
12	DYC team	<p>DYCs update - DYCs reported that they are having some meetings to focus on what they want to achieve as the DYC team.</p> <p>Youth-shaped award - Secretary to add an agenda item in September and then keep it as a regular agenda item. There will be more details to follow when more of the UK is in 'amber' and face-to-face Scouting starts to resume.</p>		
13	Dates of meetings (see below for proposed dates)	<p>Treasurer asked about the process and expectations for budgeting.</p> <p>Deputy DC shared that District events should be cost neutral plus or minus 5%.</p> <p>Training, marketing and DC budgets will need to be prepared and the focus of the next meeting in September is for planning and budgeting.</p>		
14	Close	The Chair for this meeting was thanked again for chairing the meeting in the absence of the District Chair	20:20	