

sportscotland

Financial Resources Committee

Terms of Reference

Introduction

- 1 The **sportscotland** Board established a Financial Resources Committee in 2017 to explore sources of finance to invest in Scottish sport in addition to those provided by the Scottish Government and the National Lottery. The Committee will dedicate its time to exploring other sources of investment for sport. The lifespan of the Committee will depend on the findings from its initial work.

Responsibilities

- 2 The responsibilities of the Committee are to:
 - 2.1. advise the **sportscotland** Board on issues concerning all aspects of funding for sport and **sportscotland**, with a focus on sources of finance other than those currently received from the Scottish Government and the National Lottery;
 - 2.2. help to identify possible sources of finance for sport and **sportscotland** in addition to those received from the Scottish Government and the National Lottery;
 - 2.3. ensure that all assets available to **sportscotland**, including the Trust Company's charitable status and independence, are taken into account when exploring alternative sources of finance;
 - 2.4. ensure that all potential costs and benefits of accessing alternative sources of funding for sport and **sportscotland** are fully explored and kept under review;
 - 2.5. keep under review **sportscotland's** approach to attracting additional finance to avoid any conflicts with existing arrangements that may already be in place among parts of **sportscotland** and existing funders, including sponsors;
 - 2.6. propose to the Board possible changes to the way in which **sportscotland** attracts other sources of finance for sport and to support its own programmes;

- 2.7. review and report to the Board **sportscotland's** approach to attracting additional finance into sport and **sportscotland**;
- 2.8. review as required its own performance and terms of reference to ensure it is operating effectively and recommend to the **sportscotland** Board for approval any changes it considers necessary.

Membership

- 3 Members of the Committee are appointed by the **sportscotland** Chair. The Committee is made up of at least three members, all of whom are independent non-executive directors. The Chair may invite a member or members of the **sportscotland** Trust Board to become members of the Committee.
- 4 The Committee will be chaired by a **sportscotland** Board member nominated by the **sportscotland** Chair.
- 5 The Committee will be advised by the Director of Corporate Services, the Head of Finance and Governance and the Legal Manager, plus other **sportscotland** executives as required.
- 6 The quorum for the transaction of business of the Committee is at least three members, one of whom should be the Chair or a delegated Board member.

Meetings

- 7 Meetings of the Committee will be agreed by the Chair. Other meetings will be held at such times as requested by the Chair or other members.
- 8 Unless otherwise agreed, notice of each meeting, confirming the venue, time and date, together with an agenda, will be sent to all Committee members and any other person required to attend, no later than three working days before the date of the meeting. If required, papers will be sent to Committee members and to others as appropriate at the same time or as soon as practicable thereafter.
- 9 Only members of the Committee have the right to attend Committee meetings. However, other individuals and external advisers may be invited to attend to provide advice or give presentations.
- 10 Minutes of proceedings will be recorded, including names of those in attendance and any decisions/action points.
- 11 Minutes of meetings will be circulated to all Committee members and, once agreed, to members of the **sportscotland** Board.

Reporting

- 12 After each meeting the Chair will report back to the **sportscotland** Board on the Committee's proceedings.
- 13 The Committee will make whatever recommendations to the **sportscotland** Board it deems appropriate on any area within its remit where action or improvement is needed.
- 14 The Committee will contribute to the **sportscotland** Board's annual report in relation to **sportscotland's** policies and practices regarding all areas of ethics in sport.

Authority

- 15 The Committee is delegated by the Board to fulfil the responsibilities and duties set out in these terms of reference and is authorised by **sportscotland** to investigate any activity within these terms of reference and to seek any information or explanation from staff in respect of its enquiries.
- 16 The Committee is authorised to:
 - 16.1. seek any information it requires from any **sportscotland** officer in order to perform its duties;
 - 16.2. obtain at **sportscotland's** expense, any legal or other professional advice on any matter within its terms of reference.

April 2017