# Scottish Sporting Heritage Network

Terms of Reference

## BACKGROUND

Sporting heritage consists of both tangible and intangible heritage: tangible heritage such as medals, kit, equipment, photographs, film, ephemera, and records; and intangible such as stories, memories, songs and folklore.

Over the past five years across the UK there has been a gradual change in the perception of the museum sector, recognising that sporting heritage is indeed a relevant subject. Our consultation with museums, archives, universities, sports clubs, sports governing bodies, and individuals widely shows that there is a growing understanding of the relevance of sporting heritage in increasing new and different audiences to heritage venues, and to the need to preserve the heritage of sport which exists outside of the heritage sector. It shows that there is a gap in the knowledge of the heritage sector about what exists in terms of sporting collections they own; in their confidence to know where to find sporting heritage collections and work with community partners; and in their understanding of sporting heritage in general. It also shows that there is a gap within the sports community in understanding how to better look after and provide access to their heritage. This picture is reflected in Scotland.

Even with activity gathering momentum and demonstrating need, there has, to date, been little investment specifically in the growth and development of sporting heritage in Scotland, and little policy direction which has sought to implement wider sporting heritage activity to deliver against key public outcomes. Therefore, the Scottish Sporting Heritage Consortium exists to draw together the key protagonists working in the sector in Scotland to deliver the aims and objectives outlined below.

Sporting heritage activity in Scotland over the last five years has been growing through the work of a range of organisations and partners committed to work within these terms of reference. These partners agree to work with in these terms of reference and can be found at the end of this document.

The consortium will grow and expand to ensure that it reflects the true sporting heritage community within Scotland, drawing in individuals and organisations with an interest in, or collections related to, sporting heritage.

## PURPOSE OF THE GROUP

These terms of reference reflect the different roles and responsibilities brought by each partner to the consortium. They also represent a clear way of working and partnership ethos which has Scottish sporting heritage at its heart. They allow us to:

* Ensure there is an agreed common purpose which draws from knowledge, understanding and research of sporting heritage in Scotland
* Ensure that Scottish sporting heritage is supported in its preservation, access, research and application
* Ensure that there are clear aims and objectives which position sporting heritage in Scotland centrally
* Ensure that the expertise which the group draws together can be shared and built upon in support of the sector
* Ensure that investment is levered in to support Scottish Sporting Heritage in the short, medium and long-term

The purposes of the group are therefore:

* EXPERTISE: The organisations which make up this consortium draw together specialists and experts with extensive knowledge and understanding of sporting heritage in Scotland. A purpose of the Scottish Sporting Heritage Consortium is to ensure that this expertise is recognised, supported and that access to expertise from across the nation is facilitated;
* SHARING AND SUPPORT: This purpose is two-fold. 1) To better understand each other and develop mechanisms for sharing information, objectives, and opportunities for sharing across the consortium to benefit sporting heritage in Scotland. To establish measurable benchmarks for the work of sporting heritage in Scotland and their impact; and 2) To ensure we are supporting all those working and volunteering or wishing to work or volunteer with collections from grassroots upwards through sharing information and expertise. Our purpose is to ensure that specialist advice and guidance is easy to access, relevant, and inclusive;
* ADVOCACY: To advocate for the role and value of sporting heritage across all elements of sporting heritage delivery including professional development, collections care and management, grassroots support, research, and in terms of our impact on wider agenda and policy areas, for example, education, health and wellbeing. We will work towards a clear strategy for sporting heritage in Scotland and lever in support and funding which secures its long-term future, recognising the indispensable role it plays in developing and supporting collections care, management and access of collections
* PRESERVATION:That collections held across Scotland, whether intangible or tangible heritage, held in private hands on public organisations, are supported to preserve, protect and share their collections widely for greater knowledge and understanding.
* SUSTAINABILITY: To ensure that there is a continual momentum applied to the development of sporting heritage activity in Scotland from the inception of the group onwards, supporting the development, sharing, and networking of sporting heritage knowledge and understanding widely.

## MEMBERSHIP OF THE GROUP

Membership of the group is open to those working with or involved in sporting heritage activity in Scotland. Each organisation / individual who wishes to become a member of the group, should put forward an individual to take a place within meetings and decision-making activities as outlined in the Membership section below.

It is intended that this group will become a wider networking group, to discuss policy, advocacy, and decision-making in the field, furthering sporting heritage in the nation in the short-medium and long term. It is intended that this group will be responsible for developing networking activity and delivery across Scotland. There may be a decision taken in future to develop an executive committee or steering group to support the strategic thinking of this activity.

## ROLES AND RESPONSIBLITIES

Sporting Heritage will act as the facilitator of the Scottish Sporting Heritage Consortium as the SSN for the sector in the UK.

The group will work together to decide the key areas of direction, and potentially develop working groups to deliver that activity. Sporting Heritage will work to ensure that this is placed into sector strategy and investment is secured to ensure the outputs of the groups vision are achieved.

## ACCOUNTABILITY

Where an organisation wishes to be involved in the Scottish Sporting Heritage Consortium, they should nominate a lead contact, ensure, where possible, that the contact regularly attends group meetings or feeds in to the meetings, agrees to communicate through the mechanism decided by the group, and participating where practical in working groups

All members of working groups will report development work, external advocacy, and discussions back to the regular group meetings

## REVIEW

* The Terms of Reference will be reviewed annually

## WORKING METHODS

* Working groups may be developed from time to time to ensure key areas of work are developed and/or advanced between regular meetings. In this instance, partner leads will put themselves forward and a group decision will be made regarding the membership and responsibilities of working groups;
* At times we may see fit to invite key decision and policy makers to meetings to share and inform our planning and to receive external advice and guidance. In these instances, the planned invitee will be shared through email communication and all representatives will have the right to raise any concerns about external organisation attendance.

## MEETINGS

* Meetings will be held three times a year. It is likely that these meetings will take the form of study days – drawing together the network members to visit a specific sporting heritage collection, focus on a specific training need (for example finance and funding), and build in discussion time which allows for network development, strategic planning, and information sharing. These will be scheduled, where possible, a year in advance once funding has been secured to implement successfully.
* Where possible we will provide remote access joining via IT;
* A call for agenda items will be circulated at least 3 weeks prior to the next meeting and members will have 10 days to respond;
* An agenda will be circulated 1 week prior to the meeting;
* At the start of each meeting, a nominated member will agree to take notes and circulate minutes within 2 weeks of the meeting;
* The Consortium will turn to group members to offer meeting spaces; where possible to share around members of the group to enable shared understanding of different organisations and collections.

## SHARING OF INFORMATION AND RESOURCES (INCLUDING CONFIDENTIAL MATERIALS)

* Information will be shared via email in the first instance, with a view to expanding opportunities for further mechanisms which better support information exchange, sharing and reporting;

## Network Membership

The following organisations agree to work within the Terms of Reference and support the agreed direction of travel for the Scottish Sporting Heritage Network

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| **Organisation**  |
| Bill McClaren Foundation |
| British Golf Museum |
| British Society of Sports History (BSSH) |
| Edinburgh Accies |
| Edinburgh University |
| Glasgow Building Preservation Trust |
| Glasgow C University / BSSH |
| Glasgow University |
| High Life Highland |
| Jim Clark Motor Sport Museum |
| Museums Galleries Scotland |
| National Libraries Scotland |
| National Galleries Scotland  |
| Reaburn Place |
| Rugby Memories |
| Scottish Curling Trust |
| Scottish Football Museum |
| Scottish Rugby Union |
| Sport Heritage Scotland |
| Sporting Heritage  |
| Stirling University |

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