

MINUTES

Of the meeting of the **British Water Ski & Wakeboard Board**
held on **Sunday 6th December 2015** at the offices of **Taylor Wessing, London.**

1. To record attendance and apologies for absence.

Present:

Patric Foley-Brickley
Steve Sopp
Peter James
Martin Winter
Alex Dobson
Nick McGarry
Rose Tranah
Justine Naylor
Penny Clifton
Patrick Donovan

2. To approve the minutes of the meeting held on 29th October 2015.

The minutes were reviewed, seconded by Steve and unanimously approved.

3. Chairman's Update.

Patric FB updated everyone on his recent activity in the role of Chairman which included attending the World Congress in Mexico. The current IWWF President was due to retire in two years and succession planning was in place. There was some brief discussion on the Olympic aspect of the work of the international body – 2024 would be the next opportunity for new sports to be selected for Olympic inclusion. Finally Patric congratulated the Tournament Team and Steve as Team Captain on their success at the World Championships and in particular Freddie Winter's Bronze medal in Slalom.

Action: Patrick FB would write to the IWWF re an unfortunate "intrusive" press / cameraman incident involving a non GB competitor – the incident was reported by Martin.

4. Declarations of Interest.

There were no changes to the register of interests reported.

5. Matters Arising not covered by this Agenda.

None recorded.

6. To note items for AOB.

a) Membership & Affiliation Fees – based on current negative inflation and only a very minor increase in costs incurred due to the recent increase in insurance premium tax on personal accident insurance (circa 12 pence per person) it was unanimously agreed to freeze membership fees for the 2016 season. The more significant increase on club liability insurance premium (£15) would be passed on to clubs as part of the annual affiliation invoice.

Action: This decision on subscriptions to be circulated to club officials as there were clubs who circulated their own club renewals in December and January. Due to limited time the more complex area of affiliation fees was deferred though Peter and Patrick D would discuss these during the coming week.

b) Non Resident Senior Coaches – Patric outlined that there were GB coaches resident in the US who would like to be "licensed" as part of our coaching workforce. Patrick D outlined that there was a system in place whereby previously recognised Senior Coaches (those grandfathered into the scheme based on demonstrable experience and ability) could be licensed if they completed the other aspects of the licensing scheme i.e. DBS check, first aid etc. An area to be communicated once again to those who had not responded to renewal requests in the past.

Action: A wider renewal "net" to include those who had not responded to previous renewal

requests re coaching qualifications expiry. It was noted that the Senior Coach recognition scheme had previously been managed by our Performance Director (role now defunct).

c) SBD fee – Nick proposed that the SBD fee income needed to support the costs of verifying our test centres as part of an overall aim to maintain the integrity of the scheme. Seconded by Patrick FB and unanimously agreed.

Action: This fee increase and the rationale for the increase to be notified to test centres and changes to paperwork / application forms in the New Year.

7. CEO Report.

a) 2017-21 Funding Round Update – Patrick D briefly updated everyone on the situation regarding the next funding round following on from the recently announced Comprehensive Spending Review (a governmental process carried out by HM Treasury to set firm expenditure limits). This review had brought some welcome news for sport as a whole:

- Sport England grant funding would increase and the 2017-21 budget will be very similar to 2013-17, which represents a much more positive scenario than many had anticipated.
- The UK Sport budget will rise significantly.
- UK Anti-Doping's funding will be maintained (previous potential cut announced).
- The Government had listened and recognised the importance and positive impact of sport. Funding would be protected for the sector through the life of the current Parliament.

Patrick D further outlined the work of the CEO forum group which had very successfully lobbied and made a compelling statement for investment in sport highlighting the positive impact sport can have. As the current Chancellor stated: "One of the best investments we can make as a nation is in our extraordinary arts, museums, heritage, media and sport."

Patrick D had further recently met with a sports consultancy to discuss any support they might be able to offer in the formation of the next Whole Sport Plan submission. As this document was evidence driven one aspect that was particularly time consuming was the research and data gathering aspect. A sum for additional consultancy and support had already been included in this year's current budget in relation to this project.

Finally he outlined that on the whole in terms of four year targets we were very much on track with the current funding round with a Sport England review meeting scheduled for February.

8. Finance.

a) Finance Report – there was nothing significant to report following on from last month's very comprehensive report which outlined that on the whole we were broadly on track in terms of the budget. There had been a recent purge on aged debtors – an area that was sometimes difficult in what was on the whole a voluntary mutual trading environment.

b) IT Budget – Patrick D had recently outlined some needed investment in IT (server and back up systems) which were interrelated to mandatory software updates to our membership system in terms of an accounting module and SQL database. A wholly remotely hosted system was highlighted as being cost prohibitive as was a leased in house server system. It was agreed therefore to purchase outright rather than lease any server and - Peter and Alex would outline the costs and proceed but would keep the Board informed on the finance involved re this capital item.

10. Board Related Matters.

a) General Meeting Feedback – there was some discussion on the points raised at the successful General Meeting in terms of the passing of the Special Resolution. The Board would now move forward with clarifying the election process of the "new" Advisory Council (AC) and communicating this to our community at club level. Terms of Reference would also need to be drawn up to clarify the role of the AC, its make-up and ongoing remit as a conduit from the

grassroots to the Board.

Action: Patric FB, Nick, Martin and Justine would work on the draft terms of reference / a review of the existing committee terms of reference and circulate in due course. Steve would act as an initial sounding board for any first draft – it was emphasised that this was a starting point which would evolve over the first year of focus.

Patrick D would deal with the Certificate of Passing and circulate the new Articles to those that would need to be informed (auditors etc.) as well as the Companies House Form CC04 (notification of change of objects) within the required time frame via the company solicitor.

b) AGM 2016 & Club Conference - currently the weekend of 12th / 13th March was pencilled in for a combined event at the Northampton Hilton. Nick and Alex were leading on the scope of the conference and detailed arrangements however from the discussion it was clear that break out rooms were now required for a number of activities (first aid training, safeguarding etc.) taking place over the weekend including a potential evening meal.

Action: Nick outlined that there was a need for a main conference room (up to 150 persons) and other breakout rooms – Nick to clarify *ASAP* the programme to HQ to ascertain whether this could be hosted at the Hilton. Patrick D would also forward details of the Club Matters organisation which was Sport England funded and could supply speakers (free of charge) from within the sports industry on club related matters e.g. finance, marketing, volunteering etc.

As per the October Board minutes on this matter (Item 10b), clarification of the costs and potential income generated to offset non-budgeted expenses would be required so all present were clear on any financial exposure.

13. Confirmation of Future Meeting Dates.

Board

Advisory Council

Thursday 4th February

TBC

4pm at the offices of Taylor Wessing a meal option post meeting.

There being no further business Patric FB thanked everyone for attending and looked forward to everyone's input in reinvigorating the sport as a whole during 2016.

The meeting closed at 15:30.

Minuted by:

Patrick Donovan

CEO