

## Snowsport England - Statement of Financial Principles 2019

### Annual Financial Target

- Aim to achieve a minimum annual trading surplus of £5k to £10k, so as to progressively bolster company reserves and create funds for reinvestment/ reinvest in our sport.
- Achieving this level of annual surplus alongside the scheduled decreases in the Sport England grant will be a continually increasing stretch goal. Understanding the future funding strategy of Sport England may require a substantive rethink of Snowsport England strategy and structure.

### Bank Accounts

- Deposit Accounts- all such surplus cash to be suitably invested in various authorised financial institutions with no more than £85k in any one FSCS registered institution. The length of any fixed term deposits will be based on highly conservative cash requirement forecasts to ensure sufficient free cash is available.
- Trading Account- currently we bank with HSBC and because of the nature of our transactions, we can at any one point in time exceed £80k with HSBC. This is considered to be an acceptable risk.

### Expenditure Authorisations

- All transactions exceeding £1,000 to be authorised either by the Chair of the Board or the Finance Director.
- Below £1,000, authorisations are to be confirmed by the CEO or by the Operations Manager when the CEO is on leave. Where the Operations Manager authorises expenditure, a listing should be made and reviewed with the CEO on return from leave
- A Purchasing order procedure to be introduced for all orders initially exceeding £1,000, with the above financial authorising limit applying.
- To obtain at least two quotes for all expenditure exceeding £1,000, unless authorised otherwise by CEO or Finance Director. For expenditure above £5000 the number or quotes to be sought, or whether a tender process is to be required to be discussed and agreed by the board.

### Cash Reserves

- At any one point in time the company to hold at least 6 months of cash in hand to meet on-going trading requirements. This sum is estimated to be £120K. Where reserves are forecast to fall below this level the Finance Director and CEO will raise this with the Board.

### Contractual Expenditure

- Group Insurance, to review at least every 3 years (last reviewed 2018)
- Accounting Outsourcing Services, to review every 3 years (last reviewed 2017)
- Appointed auditors, review every 3 years (out for tender in 2019)
- Any contracts above £5000 to be reviewed annually.

**Governance Committees**

- Remuneration committee , see TORs
- Audit and Risk Committee , see TORs

**Event Targets**

- English Championships, to plan/ budget for a minimum surplus of £10K to £15k with a stretch goal of £20k.
- All SSE events to at least break-even.
- All discipline courses to at least break-even.

**Contingency Plan**

- To plan progressively to become less dependent on Sport England funding by increasing internally generated revenues and greater commercialisation by way of external sponsorship.

**Approval:-** Board Meeting dated 12<sup>th</sup> September 2019