

Snowsport England Ltd

Minutes of a Board meeting held 4th June 2019 10.30 – 12.30 SportPark, Loughborough

JH	Jamie Horner	Chair
SL	Simon Levene	Finance Director / Deputy Chair
ND	Natalie Dunman	Director
JN	James Nickson	Director
MA	Morwenna Angove	Director
CV	Crispin Vitoria	Director
TF	Tim Fawke	Chief Executive / Director
JD	Jan Doyle	Head of Development
CP	Claire Pennell	Operations Manager

Apologies:

MD	Mike Danbury	Members Director
EC	Elly Cockcroft	Director
CS	Chris Stroud	Members Director
ID	Ian Davis	Director

1. CHAIRS WELCOME

SL welcomed everyone to the meeting and chaired the meeting until item 7 when JH took over.

2. NOTICE, QUORUM AND CHAIR

SL reported that due notice of the meeting had been given and that a quorum was present. It was agreed that SL would chair the meeting until JH joined.

3. DECLARATION OF INTERESTS

All Directors present confirmed that they had no direct or indirect interest to further declare as required by Section 177 of the Companies Act 2006 and our Articles.

4. MINUTES OF MEETINGS HELD ON 14TH MAY 2019

The minutes of the above-Board meeting were agreed and signed as a true and accurate record.

5. MATTERS ARISING FROM PREVIOUS MEETINGS

See action log for details.

Actions completed. 4,6,12,15,16,17,18,20,21,22

Actions part completed and updated. 1.11,14

Actions , outstanding. 2, 5,8,19,23,24

6. WELFARE AND SAFEGUARDING REPORT

Due to the short time between board meeting no report from Bridget Owen and TF confirmed there had been no new cases in the interim.

7. CEO REPORT

TF presented his report and there were no further questions

(i) Key objectives

A clear timeline for delivery of objectives has been produced and is been crossed checked with the score card. This was approved by the board

8. SPORT ENGLAND REPORT

(i) Talent Funding

A meeting was held with Sport England Talent lead with Ian Findlay, Vicky Gosling (CEO GBS), Mark Richardson (Head of Talent GBS) and TF. Due to the increase in funding GBS has raised the level across all disciplines and the funding received from Sport England does not allow the pathway to be supported. The meeting was to raise this issue with Sport England and see if there was any possible funding available considering the huge changes and successes that have happened in the pathway since we were given our latest talent funding.

It was a positive meeting but there are limited funds available and the Sport England board are evaluating there funding criteria for the next funding round and it is very unlikely they would authorise an increase in funding at this point. However, it is not impossible. Ian Findlay and Mark Richie to work on a strategy across all disciplines. This is both looking at the immediate need as well as funding from 2021.

(ii) Social impact & Inclusion

There is clear messaging that funding for 2021 will need to be able to show the social impact it will have. TF and JD went through a project called "Backing the Best" which might help fulfil this area. There is a challenge in terms of resourcing different projects while this is being worked on.

9. FINANCE DIRECTORS REPORT

(i) Overview of 1st Quarter 2019 Accounts

SL at the 14 May Board meeting presented some provisional accounts for Q1 2019. SL deferred presenting a full Finance Report on Q1 until the June Board as the Q1 figures where provisional and were still subject to correction until the day before the May meeting. No further changes were required to the provisional Q1 figures presented in May and the same schedule as well as this report have been prepared for the Board.

Q1 exceeded expectations, mainly due to the Alpine Bormio race being more successful than budgeted; £5K of deferred income and £5k and good control of costs.

SL presented a review of each department. With the Alpine being materially above budget, Central services being successful at reducing costs and other departments broadly on budget.

SL then detailed the Impact of Service Charge Allocation to departments
This service charge recognises the costs of supporting each of the departments by the Central Team and helps to give a clearer view of the results of each departments activities. The service charge to each department is estimated each year (it's an art not a science) and is charged equally across the four quarters – which sometimes gives skewed results as noted above.

To help see the impact of the service charge on quarterly results SL has done an analysis which shows 'with' and 'without' service charge columns.

The detailed provided by SL was welcomed by the board and helped to give a greater understanding of the finances. It was agreed SL should continue with producing this analysis

(ii) Audit

Following the Boards agreement of the 2018 Financial Statements, these will be presented to the Members at the AGM.

The 2019 Audit will be put out to tender with an Auditor being appointed annually. Progress on this and agreement on Auditor appointment will be brought to the Board.

10. WEBSITE REPORT AND PLAN

The website has been delayed by a couple of weeks as it is taking longer to get the information up on the site. The launch day is now 20th June 2019.

The website was discussed and feedback on some key points. It was agreed that the look and feel was a large improvement on the previous site and thanks to all those involved in getting this done.

11. GOVERNANCE UPDATE

(i) Diversity Action Plan

This still needs further work and will be presented at the next board meeting

(ii) Committees

The Chair for Alpine, Freestyle, Nordic, Youth Development, Coaching agreed to stand again. New chair for schools advisory.

After a discussion it was agreed that the chairs would not be re-appointed for the full year until the September board meeting where all chairs would be invited along to look at how the committees align to the new SSE Vision and Mission.
It was agreed that Keith Sharkey would be temporary chair of schools until the board appoint the chairs for the next year.

12 AGM

TF gave an overview of the slides and plans for the AGM (to follow board meeting). Also the filming that would be taking place to promote the new branding as well as the chairs award winners.

13 PROPOSED BOARD DATES 2020

TF proposed outline board calendar for 2020 which was agreed and dates to be circulated post board meeting.

Date below sent out and agreed post board meeting

16th January 2020

17th March 2020

12th May 2020

11th June 2020 + AGM

8th September 2020 (Longer day with training and discussion time)

19th November 2020

14 AOB

DATES FOR 2019

12th September full day planned

SportPark, Loughborough

13th November 1.00 – 4.00

SportPark, Loughborough