

Snowsport England Ltd

Minutes of a Board meeting held 16th January 2020 SportPark, Loughborough

Attendance

JH	Jamie Horner	Chair
SL	Simon Levene	Finance Director / Deputy Chair
ID	Ian Davis	Director
CV	Crispin Vitoria	Director (by conference call)
ZH	Zena Huelin	Members Director
TF	Tim Fawke	Chief Executive / Director
JD	Jan Doyle	Head of Development

Apologies:

MA	Morwenna Angove	Director
JN	James Nickson	Director
ND	Natalie Dunman	Director
CS	Chris Stroud	Members Director

1. CHAIRS WELCOME

JH welcomed everyone to the meeting. It was sad to report that Mike Danbury passed away on Christmas Day. JH and the whole board would like give their condolences for his family.

2. NOTICE, QUORUM AND CHAIR

JH reported that due notice of the meeting had been given and that a quorum was present.

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 13TH NOVEMBER & 12TH DECEMBER 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 or deleted. 4, 6,7,8,9,10,11,12,13,14,17,18,19,

Actions part completed and updated. 15,16,1,3

Actions, outstanding. 2,5

6. WELFARE AND SAFEGUARDING REPORT

CPSU Board Training

The board welcomed Liza Ware from the CPSU to deliver board safeguarding training
The aim of the session was to

- Understand the difference between safeguarding and child protection
- Understand the role of senior leaders and management boards with regards to organisational safeguarding
- Have a clear sense of Sport England's expectations of funded bodies who have passed the Advanced Standards for Safeguarding

The training was well received and it was agreed that Bridget Owen would run through the slides for the directors not present to make sure all directors are trained.

It was suggested that the CEO should not be the board champion for safeguarding and that we might consider this being an alternative director.

- (i) Safeguarding report
Bridget Owen went through her report.

There was a good increase in info on club websites regarding safeguarding however there is still more work to be done and we will continue to remind clubs regarding this.

We ran a successful webinar for academies which seems to have been received well and got good engagement. It was agreed this should be done on an annual basis.

Social media and coaching poor practice are the areas currently causing the most concerns.

7. CHAIR REPORT

- (i) NED Director Recruitment

JH went through the short list; the nominations committee had agreed on and will be interviewing on the 23rd and 29th February. There were 5 candidates for the Inclusivity & Diversity role and 3 for the region and club role. 2 of the candidates were female.

It was agreed the short listed candidates cv's would be circulated to all the board and for any comments to be sent back in.

8. COMMERCIAL / FINANCIAL / BUDGET

- (I) Commercial
Rupert Vitoria (RV) had submitted his latest report which TF summarized. An in-depth discussion was had on the best way forward and it was agreed to stop the role. An alternative solution needs to be found and it was agreed that TF should manage initial approaches to companies and the hand over from RV.
- (II) 2020 Budget & 5 Year forecast
SL gave a brief update on the 2020 budget and the 5 year forecast would be update again after end of year figures.

9. OPERATIONS TEAM REPORT (OPS) REPORT

- (i) New CRM project plan
Outline plan for the project to put in place a new CRM was agreed
- (ii) Key objective for 2020 / score card
TF went through a high level key objectives for the year and the measures now in place on the score card. All directors to feedback

10. TALENT

Update was circulated in board pack for information and further time will be spent at March board meeting with Ian Findlay attending.

11. COMMITTEE STRUCTURE / REMIT

- (i) Meetings had taken place with all the discipline chairs and further meetings with the committees where appropriate. From initial feedback it was clear some further amendments needed to be made and version 2 of the structure has been produced. This will be developed over the coming months to have a structure for the board to agree by the March board meeting.

12. PRESENTATION BY BRYAN THOMAS ALPINE COMMITTEE JOINT CHAIR

Request from the Alpine committee to attend and present on their plans for the Alpine pathway. The board agreed that they were happy for this work to continue as long as any detail was signed off by Ian Findlay and TF. It was agreed a monthly update would be sent through to TF which could be circulated to the board.