

Minutes of a Board meeting held 16th February 2022
video conference call 2.30-4.30

Attendance

LW	Louise wright	Chair
SL	Simon Levene	Finance Director
MA	Morwenna Angove	Director
CS	Chris Stroud	Members Director
OM	Oliver Mitchell	Director
GS	Greg Sturge	Director
TF	Tim Fawke	Chief Executive / Director

Apologies:

ZH	Zena Huelin	Members Director
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1. NOTICE, QUORUM AND CHAIR

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

2. 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.

3. APPROVAL OF MINUTES AND ACTION LOG

Minutes from the meeting on 18th November 2021 were approved.

The action log was reviewed and will be updated for the next board meeting

4. SAFEGUARDING AND WELFARE

Bridget Owen(BO) gave the annual Safeguarding Lead Officer update to the board on the work covered in the last 12 months.

Key messages that we hear on safeguarding are: Hearing the voice of the child, From Compliance to culture and Safeguarding training. We need to consider this in all areas of the organisation.

Key areas BO is working on for adult safeguarding are Safeguarding adult's framework, Introduction to safeguarding adult's webinar with Nicola Deane, Promoting safeguarding adults training



Areas the board need to consider

- Develop an Academy House Parent Induction/training
- More engagement with athletes in our squads/ambassadors; listen to C&YP, obtain their views and ideas
- Develop Events Guidance for Event Welfare Officers at the English
- Consider Sport Resolutions Case Management Project – Globocol

A discussion was had regarding the areas to consider and the following actions were agreed

Agreed to proceed with Globocol which is an online case management system. This is the system recommended by Sport England.

Need to be stricter on the requirements for clubs to be compliant with the safeguarding conditions of affiliation and TF to write to all clubs setting this out giving them plenty of time before affiliation in September 2022

It was agreed that additional training should be put in place to support house parents on residential camps as it is a concern the turn over and the lack of understanding of the role when they take it on.

BO confirmed that she would be leaving Snowsport England at the end of May. This would mean she would complete the CPSU review. It was agreed that we can go ahead and start recruitment for a replacement so there is time to do a proper hand over.

TF stated it would be a huge loss to Snowsport England that Bridget was leaving and thanked her for all the work she has done over the years and the extra work she has done above and beyond her role.

5. EQUALITY, DIVERSITY & INCLUSION

OM updated on the UK Diversity and Inclusion action group and the report they produced. It was agreed this was a good step forward however there still needs to be more clarity on the actions and data if we are to make an impact as a sport.

It was agreed the DAP would be published without the chairs note

6. SPORT ENGLAND

We have had confirmation of our funding from Sport England for the period 1st April 2022 – 31st March 2027. This was at the amount in the documents submitted December 2021 (1,133,405).

Further meetings and information on next steps will happen over the next few weeks.

We are still waiting for clarity on the talent funding but this has yet to be finalised between Sport England and UK Sport and due to the Olympics and Paralympics it will probably be post games



7. STRATEGY

TF presented a proposed new staff structure. The board requested further information on each role to be completed and for a further call before this can be approved.

Following BO handing in her notice it was agreed that the process to start recruitment for a safeguarding lead could go ahead. No other roles could proceed until the staff structure is approved.

The draft action plan didn't flow from the strategy and the board requested that TF redrafted and link to the strategy areas in a clearer way.

It was confirmed that this would delay the implementation as TF focus for February is the delivery of the English Alpine championships.

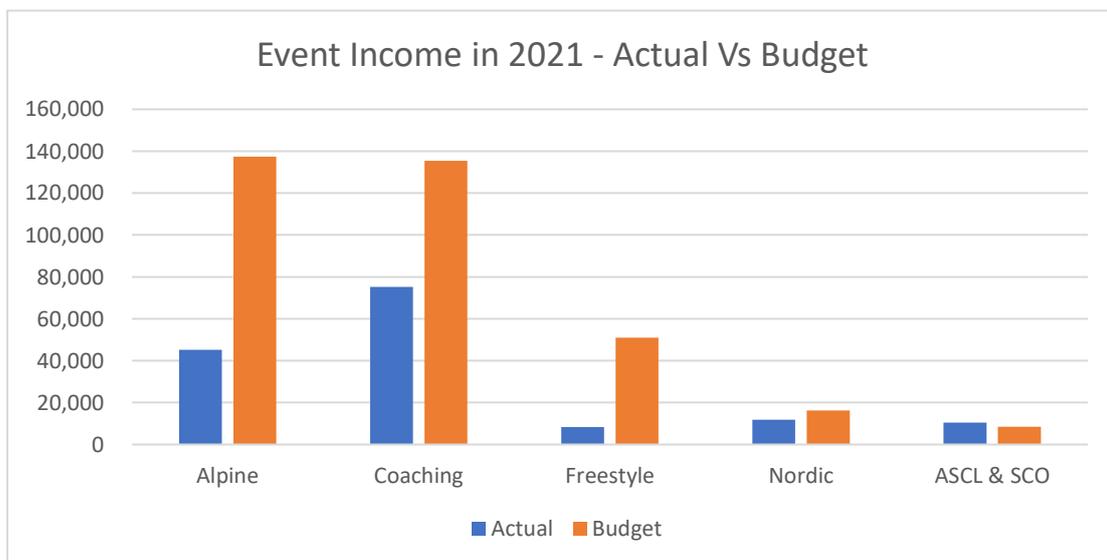
8. FINANCE

SL summarised how a budgeted deficit of £45k with a potential 'worst case' forecast deficit (adjusting the budget for the impact of Covid restrictions) of £80k, looked like being turned around to a roughly 'break-even' result/ £5k deficit for 2021 accounts.

The quarterly high-level summary, compared to the original budget for 2021 which suggested a surplus on the quarter, Q4 returned a sizable deficit – mostly due to our decision not to host the Lowland Championships given the Covid travel situation at that time as well as some other events being restricted – however in a 'normal' year when it is not our turn to host the Lowlands Q4 is expected to be a deficit quarter.

The Q4 22 results are currently in line with those forecast in November, showing a £4.5k deficit before any audit adjustments.

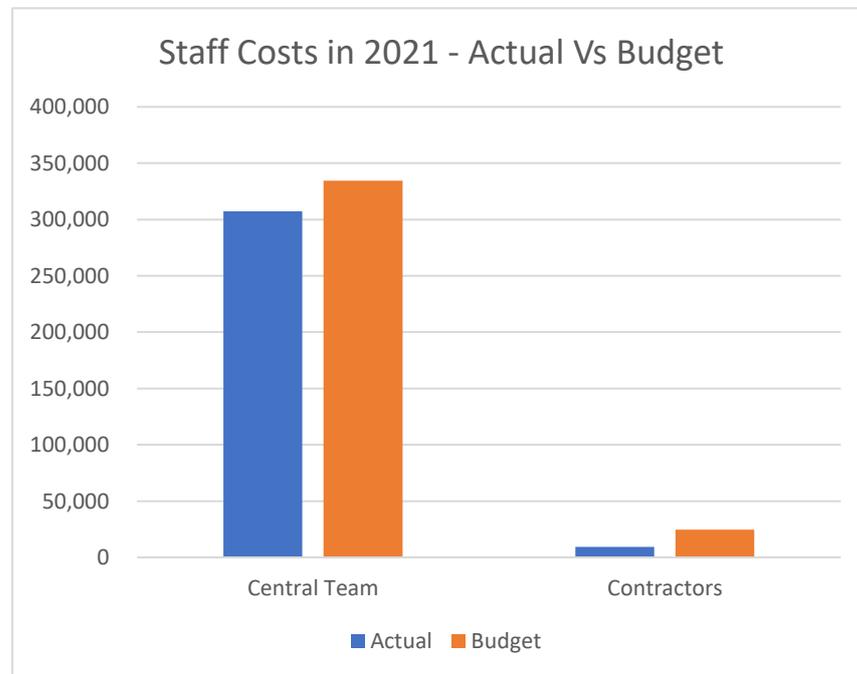
To give a closer view on the impact of Covid restrictions on Event income in 2021:



The Nordic results were substantially better in Q4 than expected following some successful camps as well as two Army coaching courses.

Looking at the ASCL & SCO department Q4 results, we can start to see the payback on the investment made in moving some of their courses online as well as managing any face to face courses directly. In Q4 we are seeing higher event income with proportionately lower costs, whereas looking at the full year you can see the higher overall costs of this investment in online training. Looking to 2022, we expect see a similar result as in Q4, with good revenues and a lower proportionate cost.

Costs have been contained well throughout 2021 and this has helped generate a more positive financial outcome for the year. From a staffing perspective, staff numbers were slightly reduced and open slots for recruitment were not used. The Governments Furlough scheme was used where applicable. The following graphic shows the impact on staff and contractor costs through the year (including Furlough payments):



Briefly looking to the start of the SE 2022 fiscal year, the English Alpine Championship normally gives us a good financial start to the year. The EAC is going ahead this year but with a reduced programme (due to local Covid regulations in Italy). We expected participation at roughly 75% of that in 2020 and with applications now closed the team have achieved closer to 79% of 2020 bookings. This will mean a lower financial benefit from the EAC but with cost controls having been put in place the event should still show a small surplus.

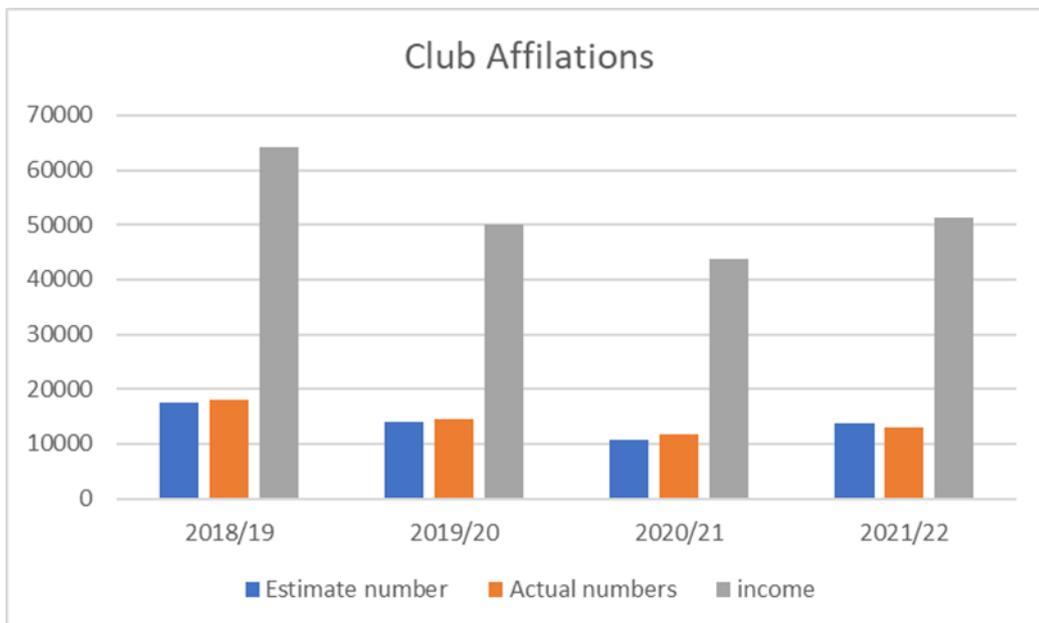
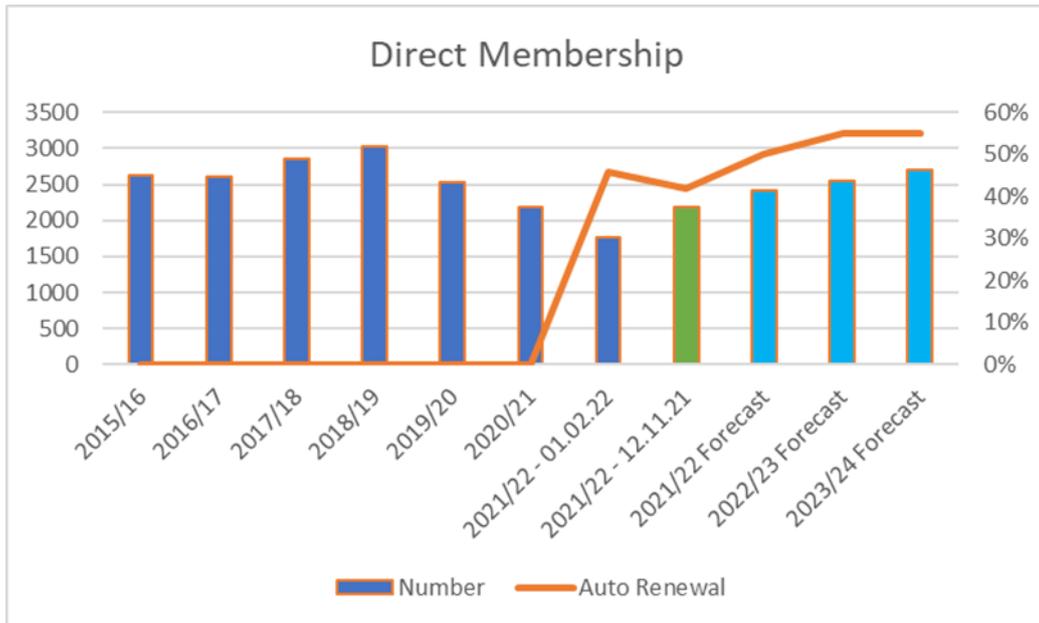
RISK REGISTER

The risk register has been updated and reviewed by the audit and risk committee and was briefly discussed but it was agreed to have this on the agenda for the next board meeting as there wasn't sufficient time to discuss in full.

9. CEO REPORT

TF presented his report to the board and highlight the following

Membership and club affiliations are on track



Talent plan April – Sept

TF outlined the plan for April – September with Ian Findlay leaving and the fact we won't know what funding we have from October 2022 until the summer. The main aim is to use the funds we have available to increase coaching support in Park & Pipe, Nordic and cross Discipline. There will also be funds available for Para for the first time and this will link with GBS and SSS on the work they have already started.

Traditional clubs vs commercial clubs

TF explained that while we have agreed our insurance cover elements for commercial clubs it was felt that we need to be clear on the documentation on whether a club is run in a traditional way or is owned and run commercially. It was agreed that all clubs need to comply with our rules and requirements. However, there may be some difference in regards to be registered with company house and articles.

It was agreed that TF should come back with a proposal on what changes are need to the affiliation process to make this clearer for 2022/23 process

English Alpine Championships

Plans for English Alpine champs had proceeded well and the number of entries was above initial estimate of 75% of 2020 numbers and was nearer 80%. This should mean a small surplus will be achieved from the event.

DiSE

In January 2022 it was highlighted by a parent to TF that the DiSE program had been delayed and no content had been delivered in this academic year. TF has spoken to the Loughborough College and Ian Findlay and a plan has been put in place to make sure the courses can be completed by all athletes. Information and work were then communicated to athletes on the second-year cohort on 2nd February and first years on 7th February. TF will now lead on this and make sure there are no further delays and the athletes are given the flexibility they need to complete the course.

10. AOB

TF raised a request from the Alpine committee for LW to attend an Alpine committee meeting. The next meeting date had been shared with LW. LW requested that all committee look to have an annual calendar of meetings it would then be easier for board members to attend.





