

**Minutes of a Board meeting held 26th April 2022
video conference call 10.00 – 12.00**

Attendance

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| SL | Simon Levene | Finance Director |
| MA | Morwenna Angove | Director |
| OM | Oliver Mitchell | Director |
| GS | Greg Sturge | Director |
| TF | Tim Fawke | Chief Executive / Director |
| ZH | Zena Huelin | Members Director |

Apologies:

| | | |
|----|---------------|------------------|
| LW | Louise wright | Chair |
| CS | Chris Stroud | Members Director |

2. NOTICE, QUORUM AND CHAIR

MA reported that due notice of the meeting had been given and that a quorum was present. Due to LW being signed off MA chaired the meeting.

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. APPROVAL OF MINUTES AND ACTION LOG

Minutes from the meeting on 16th February 2022 were approved.

The action log was reviewed, MA asked for the facility mapping and info to be added to the list of actions and for details of who and completion dates to be added for actions 72-74

5. SAFEGUARDING AND WELFARE

ZH updated the board on the safeguarding report received from Bridget Owen. The following documentation has been circulated to the board

- Club website audit
- T2L Report
- Recommendations from the Sheldon report
- Implementation plan for CPSU review & Check list

The board approved the Implementation plan but had some suggested amendments for the recommendations document which TF would follow up



TF outline the recruitment process followed for the new safeguarding lead role and confirmed that Anthony Shaw had been appointed and will start on the 27th April. He will have a month hand over period with Bridget. A clear induction process has been set out for Anthony. MA suggested that he attends the board in September with a chance to set out his plans going forward. This was agreed.

The board would like to note their thanks to Bridget Owen for all the hard work she has done over the 20 years within snowsport both as a volunteer and paid member of staff. She has done an excellent job and will be missed by the whole organisation.

6. EQUALITY, DIVERSITY & INCLUSION

OM confirmed that following the last meeting the DAP has now been published on the SE website. OM now has a chance to focus on DIAP and actions from the UK Advisory group in the coming months.

7. SPORT ENGLAND

TF went through the report that had been submitted to Sport England for the end of the current funding. It is not yet clear what reporting requirements will be in place for the 2022-2027 funding as Sport England have extended the consultation process on what this will look like. What they have said is that we will need to report back on the initial steps set out in our funding submission. In addition, we will need to provide narrative around what we have done, the lessons we have learnt. There will be some data needed but what this looks like is still not clear.

We have requested that the reporting should be linked to the size of the grant/ organisation rather than one size fits all.

Talent

The talent submission we have worked with GBS on will be submitted on the 29th April. There has been very little information or detail on what this should look like. We should hear back at the end of May and I assume they will probably ask for further details in the areas they will potentially fund.

The areas we have requested funding are Park & Pipe, Nordic, Cross discipline, Para and potentially Alpine but in later years. The funding has to be mainly focused on delivery in the UK.

8. STAFF STRUCTURE

TF & SL will be having staff meetings on the 27th April in Loughborough to go through the new staff structure. Notes from these meetings will be circulated to the board.

The aim is to have these conversations completed around mid-May and advertising other roles by end of May

9. STRATEGY



TF had circulated an updated implementation plan but this was not yet completed due to time pressures. OM stated that it now flowed better from strategy document. MA stated it still needed more detail and KPI's in each section. OM, MA and GS agreed to help input. TF to finalise draft and set up meeting to discuss feedback in detail.

It was agreed that we need to update the committees and regions on progress made as this has taken longer than originally envisaged. TF to send update to committee and regional chairs.

It was agreed to have the outline strategy in the Annual report and at the AGM to go through the strategy and set out what year 1 would like.

10. FINANCE & RISK REGISTER

SL verbally updated the board as the audit call had taken place on the on the 25th April. A number of adjustments but in roughly the same position as the management account presented to the board in February 2022. A 4.5K deficit for the year. This is a really positive result considering where we started the year with a forecast of £80K deficit.

It was agreed the final audited Financial Statements will be circulated by email for approval by the board. Due to Louise's absence, if needed Simon will sign the Financial Statements (this will be confirmed in the email asking for approval). If there are questions on the Financial Statements then a call will be arranged.

Q1 accounts are not yet ready for circulation but a successful Bormio should mean a good start to the year.

RISK REGISTER

SL went through the risk register and discussed in detail all areas of high risk on the register. A discussion on volunteers and what was being done in regards to making sure we were attracting new volunteers. ZH outline a number of initiatives and that work was being done in this area. MA felt that the areas of high risk should be reported on a more regular basis than twice a year so a better understanding of whether they are being addressed or not. It was agreed that the CEO report to have section on areas that are high risk in between biannual review of risk register which are not cover else where in the report.

11. CEO REPORT

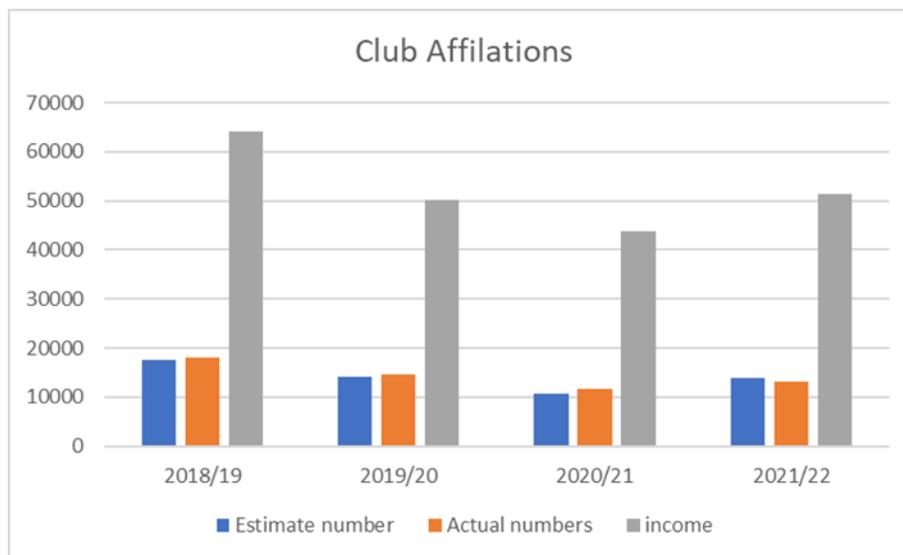
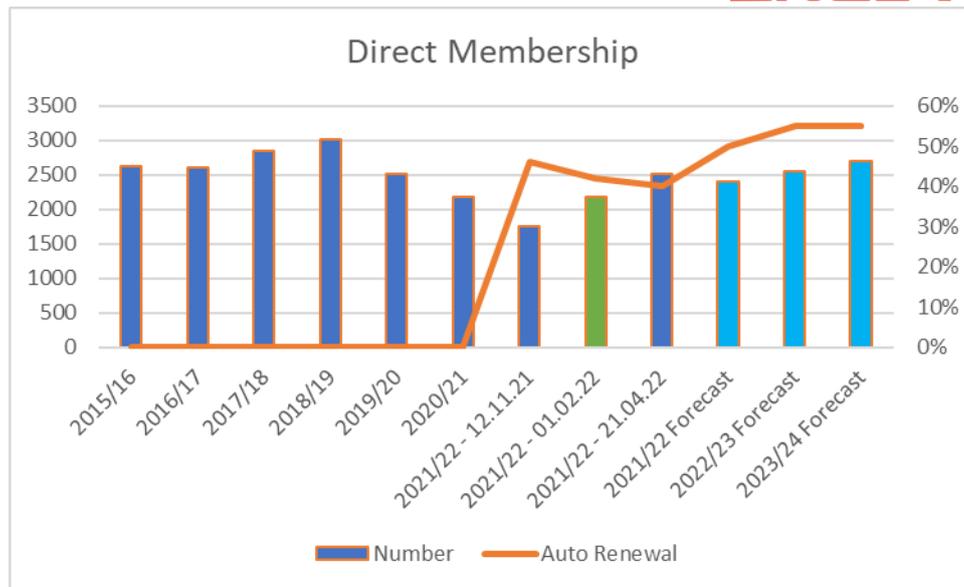
TF presented his report to the board and highlight the following

Membership is ahead of budgeted expectations for the year and club affiliations are on track with budget which is good to see.

| | |
|----------------|--------------|
| Number clubs | 77 |
| Number members | 13125 |

| | |
|--------------------------|-----------------------------------|
| Total membership numbers | 2520 (2021/22 target 2450) |
|--------------------------|-----------------------------------|





Membership fees

TF put forward a proposal to link membership fees to the rate of inflation. The Rationale for this is as follows

1. It is noted that historically whilst the cost of membership has risen broadly with CPI, changes to subscriptions tended to be made in larger steps, albeit less frequently.
2. Inflationary price increases are common across membership organisations, and other common bills people have (such as phone contracts). Moving to an annual inflationary increase in subscription would allow the SE, clubs and members better able to plan financially, and make larger increases of subs (if any) an exceptional event.



3. All membership categories will receive the same percentage rate of increase: they, and the services the SE provides, are equally affected by inflation.
4. Future increases will be announced 6 months before membership & affiliation fees are due on the 1st November. Where CPI is negative the CPI will be considered as 0%

The proposal was welcomed by the board and in principle was approved. However, with the cost-of-living crisis it was felt that a cap on the increase should be put in place for this year to help limit the impact. The board agree a 4% increase for 2022/23 membership (March CPI was 6.2%). It was agreed the March CPI rate would be used for the following years increase.

Club affiliation Fees

There are some anomalies on the club affiliations fees and TF has tried to smooth these out with a revised pricing structure. This will mean a larger increase for very small clubs. A small number of clubs will get a reduction but the majority will get a small increase. Estimated average percentage increase across the clubs will be 3%. I would then look to align club affiliation fees to CPI as per membership fees.

| | | |
|--------|------------|---|
| small | 1-100 | £150 + £4.50 per member |
| medium | 101 - 250 | £650 + £3.50 per member from 101st member |
| large | 251 - 500 | 1175+£3 per member from 251st member |
| XL | 500 - 1500 | 1925+ £1per member from 501st member |
| | | |

This was approved by the board and that communication regarding affiliation fee should be sent to all clubs in May to give them plenty of notice.

Talent

TF is working closely with Mark Richie (Head of Talent GBS). He is linking the GBS pathway to UKS/Sport England talent funding national squads, sports progression, entry APA's and Sport England Talent Framework including Coach Developer/Education work. The work outlined below in the Discipline Update will provide a spring board beyond the summer in placing domestic coaches at the heart of everything we do. Mark will also continue to pick up certain work that our departing Talent Lead (Ian Findlay) did for SE which will provide efficiencies and even more alignment between SE and GBS.

Mark is at the forefront of the new and exciting developments of TASS which will see this organisation provide Strength condition, Physio, Medical, Nutrition and lifestyle for English athletes in the performance development space. This will fit in at the tier below world class. Over the coming months TASS will work with Mark/SE on how best we can use these developments. For more information, please see here <https://www.tass.gov.uk/2022/04/07/tass-is-changing/>

DiSE – SE have submitted our request for places for 2022-23 academic year and will be advertising these spots shortly. Sport England have made it clear that DiSE will be changing next year as this is moving from DoE to DCMS.

Discipline Updates:



- **Park and Pipe** – First two weeks of April saw the re-establishment of our SE Camp with a camp in Laax. Approximately a dozen athletes trained alongside the GBS WCP athletes/coaches overseen by our contracted coaches Rowan Coultas and Robert Taylor. Initial feedback has been very promising and all athletes progressed their trick and skill acquisition on the pro line. SE has also re-established the SE Park and Pipe Team with support selection criteria. For more information please see here <https://www.snowsportengland.org.uk/snowsport-england-launch-summer-park-and-pipe-programme/>
- **Cross Discipline** (Ski Cross and Moguls) – SE have appointed a Cross Discipline Coach/Programme to gain traction domestically in this discipline. The coaching infrastructure has been appointed and will become operation in early June.
- **Nordic** – After various meeting with Mark Richie, Fern Cates (SSS Para Development Coach and SE Nordic Chair) and TF a plan has been developed to gain more activity in England
- **Para** – We have £25K to support para from April – September. This will be done through working with the coaches in place at SSS and divided as follows. Para Nordic £8K, Para Alpine £6K Para Snowboard £6K and SSS £5K. This support programs in England which will deliver immediate impact.

English Alpine Championships, Bormio

The report on the championships prepared for the Alpine committees was circulated to the board.

In addition to this TF went through a number of points looking ahead to next year. The agreement with Bormio is still to be finalised and it is hoped this will be done in the next few weeks

MA asked about the final figures for the championships. TF stated these are not quite ready and do take some time to get all the expenses in. Due to the reduced team and costs and a larger than forecast entry, plus being able to charge foreign entries it was expect there would be a significant surplus from the event.

PIAG report

The PIAG report was discussed and it was great to see the school initiative getting started and for the ideas coming out from the committee.

It was noted that the committee needs to align to the strategy and not head off in different direction. It is key that the committee links with the new staff structure when in place.

Annual Report

The annual report was discussed and necessary plans were put in place to make sure all report were completed

Regional Grants



Stephen Metheringham (ERSA Chair) had put a request into the board to start the regional grants again. This was discussed at length by the board. It was felt that any grants given out needed to align to the strategy and the best way to do this was through the new innovation fund that was to be launched as this is open to a wider group of organisations and not just regions.

12. AOB

MA asked about the external board summary document which GS had worked with LW on. GS said he would follow this up and report back.

SL asked about the recruitment of new directors. It was agreed we need to finalise the staff structure change and implementation with a view to recruiting new directors in the in the autumn based on the skills required.

ZH stated that her 3-year term would end at this AGM and that she would not be standing for a second term. MA thanked ZH for all her hard work and contributions whilst on the board. It was agreed that TF would get an advert out for nominations ASAP with the view to electing a new member director at the AGM.

