

MINUTES FROM BOARD MEETING ON 18 SEPTEMBER 2018

(Company Number: 7237547)

Minutes of a meeting of the Board of Directors of the Company, held at 60 Charlotte Street, London on 18 September 2018 at 10.30.

NAME	POSITION
Rory Tapner	Director/Chairman
Victoria Gosling OBE	Director/CEO
Dan Hunt	Director/PD
Joanna Poulton	Director
Anna Lees Jones	Director
Mark Lund	Director
Richard Leman	Director
Iain Mackay	Director
Colin Holden	Director
Tim Fawke	Director
Paul Trayner	Director
Robin Kellen	Observer
Tom Cairns	In attendance
Su Moore	In attendance
Jenny Shute	In attendance

1. APOLOGIES

1.1 Apologies received from Mr Wayne Glass-Davie, representative for Snowsport Scotland.

2. DECLARATION OF INTERESTS

2.1 Mr Tapner (RT) noted that due notice of the meeting had been given and declared the meeting open.

3. CHAIRMAN'S REPORT

3.1 BSS Board Away Day: Mr Rory Tapner (RT) referenced the constructive conversations that were had at the previous day's Board Away Day, particularly around the progressed Performance Structure of the organisation.

3.2 Ellie Soutter: RT lamented the passing of BSS athlete Ellie Souter and noted that a factual note for the record has been created to capture BSS engagement for future record.

3.3 The BSS Annual General Meeting: the AGM takes place on 18 September at 14:00, during which time the previous Chief Executive Officer of BSS, Mr Dave Edwards, is to be thanked for his service and the current Chief Executive Officer of BSS, Victoria Gosling (VG) is to give an update on

organisational changes and progress. The publicly available BSS Annual Report & Accounts for year ended 30 April 2018 will also be discussed.

3.4 Pathways: The Pathways structure is to be reviewed through the creation of a working group that will draw in experts beyond those with whom BSS is already interacting, including BSS Head of Talent, Mr Mark Ritchie.

4 CEO'S PROGRESS UPDATE

CEO Victoria Gosling (VG) went through her report, overseeing items such as:

4.1 Review of individuals: a full review of organisation's staffing and accountability has been completed, to ensure that BSS is as lean, efficient and effective an organisation as possible.

4.2 Diversity Action Plan and Governance Action Plan: both are progressing and a final draft of both will be circulated to the Board in mid-October for review.

4.3 Brand: The Board discussed the logo iterations that had been presented by Marketing and Communications agency Bard on the previous day. The Board discussed the importance of the new brand's ability to inspire interest – and eventual participation - from younger generations.

4.4 Recognition of BSS representation: The Board discussed ways to commemorate the first time that athletes represent GB in competition.

4.5 BSS Office Move: The BSS will move offices together with the BOA in April 2019. BSS will have a dedicated area to be branded with winter sports.

4.6 Sponsorship – RT asked that sponsorship be discussed in more detail at 15 November Board meeting.

5. PERFORMANCE DIRECTOR'S REPORT

5.1 Performance progress: DH updated the Board on the performance progress that had been discussed in detail the day before, including the development of an APA matrix system, the integration of Para Snowsports and on-going healthy engagement with UK Sport.

5.2 Sport Science and Medical Support: dedicated service provision continues in this space, and psychological focus and support will be further incorporated into Performance Planning and Programmes. The aim is to provide athletes with the skill set they need to operate well and independently under pressure.

6. FINANCIAL MATTERS

6.1 Staff additions: BSS have two new staff members. Mr Tom Cairns (TC) recently joined as Financial Director on a part time basis and Mr Zak Willis (ZW), Finance, Governance and Compliance Manager, will start on 1 October. With these roles in place, improvements in staff understanding of cashflow and predictability are expected to be visible by the next Board meeting.

6.2 Budget: Joanna Poulton (JP) informed the Board that The Olympic Winter Games had delayed the budget process in 2018, but it will now commence earlier (February/March), to better align with the business cycle.

6.3 To improve the accuracy of the current accounting systems we are now using a computerised accounting package known as Xero.

6.4. The Audit and Risk Register will be provided to the Board at each Board meeting. A detailed annual review by the Board will take place as recommended by the Audit & Risk Committee.

6.5 FIS Grants: The Board discussed the FIS grants distribution system and looking at untapped opportunities for funding for the number of BSS registered athletes.

7. HOME NATIONS' REPORT

7.1 Snowsport England Update: SSE Chief Executive Mr Tim Fawke (TF) noted that Mr Mark Ritchie, Head of Talent at BSS, is to attend the SSE Board Meeting in the week commencing 24 September to speak of developments thus far in Pathways and talent identification. TF updated the Board that SSE has new Board members, that SSE are looking to sharpen both SSE's vision and strategy and are interested in linking in with the PR campaign that will accompany the BSS relaunch.

7.2 Home Nations: looking to align themselves to see linkages where can they work together, particularly around instruction and coaching. A working group on Mental Health has been convened – the challenge being that SSE does not deliver programmes, but is looking to influence Clubs on how to treat and help athletes.

7.3 Pathways: RT noted that the Board's view is that Pathways sits with the Home Nations and asked that attention be given to the role that Home Nations are to play at Pathways level. There has not been much progress on the instruction/coaching level and progress is needed to be seen in November. Mr Mark Ritchie to be consulted and the Working Group on Pathways is to be convened.

7.4 Sport England: TF noted that Sport England have a new Chief Executive, Mr Tim Hollingsworth, who is currently Chief Executive of the British Paralympic Association and will take up his new post in November 2018. This may influence funding changes, particularly for Para Snowsports.

8. PARTNERSHIPS REVIEW

8.1. Amazon: Su Moore (SM) informed the Board that the publicity limitations for promoting the scheme continue.

8.2 Sponsorship of athletes: SM recently worked with World Junior Ski Cross Champion Ollie Davies to build his social media front.

8.3 Crowdfunding: the Board discussed the pros and cons of crowdfunding, including the idea of central crowdfunding for BSS to target the funding gap.

8.4 The Skiers' Trust of Great Britain: the potential benefits of conversing with Sir John Ritblat or Mr Richard Berry, Chairman of the Trust, were discussed.

8.5 The British Ski & Snowboard Foundation: SM informed the Board that she has a new fundraising colleague at the British Ski & Snowboard Foundation focusing on trusts and foundations.

9. MINUTES OF PREVIOUS MEETING, 4 JULY 2018

9.1 The minutes of the previous Board Meeting were deemed to be well captured and necessitated no revisions.

10. AUDIT AND RISK

10.1 Risk Register: JP and VG to agree ownership of Risk Register and ensure that the Board are happy with allocations.

11. MATTERS ARISING (NOT COVERED ELSEWHERE ON THE AGENDA)

11.1 Company Credit Cards: The Board approved credit cards for Mr James Redpath, Para Snowsport Manager and Ms Juliet Foster, BCST Manager.

12. AOB

12.1 AGM Quorum: Iain Mackay (IM) raised the point that the organisation may not need to have a Quorum. This will be addressed for potential changes by the 2019 AGM, as will the possibility of signing up on the door of the AGM, not in advance of attendance.

12.2 Influencers and Stakeholders: The Board discussed looking into widening the pool of influencers and allies who need to be informed of what BSS is doing and of the changes ahead. The Board agreed that to produce a list of key influencers to target.

13. CONFIRM DATE AND TIME FOR NEXT MEETINGS 10:30 TO 13:00 THURSDAY 15 NOVEMBER 2018.

13.1 The date and time for the next Board Meeting was confirmed, with venue information to follow.