

GB SNOWSPORT LIMITED (the “Company” or “GBS”)

Minutes of a meeting of the Board of Directors of the Company held by video conference on 16 December 2021 at 9:00 a.m.

DIRECTORS PRESENT

Rory Tapner (RT or Chairman)
Paula Cardwell (PC)
Dr. Christian Ewald (CE)
Vicky Gosling (VG)
Anna Lees Jones (ALJ)
Richard Leman (RL)
Iain Mackay (IM)
Melinda Nicci (MN)
Paul Trayner (PT)
Trafford Wilson (TW)

APOLOGIES

Louise Wright
Robin Kellen

IN ATTENDANCE

Tim Fawke (TF)
James McAllister (JM)
John Wade (JW)

1. OPENING OF MEETING AND MINUTES OF PREVIOUS BOARD MEETINGS

It was resolved that RT be appointed chairman of the meeting and it was noted that a quorum was present in accordance with clause 6.9 of the Company’s Articles of Association. RT said that, as at previous meetings, he would take declarations of interests as being those who are employed by GBS and those who are representing particular parts of the GBS operations, such as the disciplines, and the Home Nations. If any items are discussed for which a person feels he/she is conflicted, or should declare an interest, then they must specifically do so at that time and not rely just on the introductory statement. He reminded everyone in attendance that matters discussed at the meeting were confidential.

The minutes of the meeting held on 28 September 2021 were reviewed and it was unanimously resolved to approve them. A log of action points from previous meetings was reviewed and updated.

2. CHIEF EXECUTIVE’S REPORT

2.1 HR: VG said that Brexit continued to have a major effect on GBS in limiting the amount of time that athletes, coaches and support staff could spend in the Schengen area with the possibility that this could have an impact on performance; she had written to the Secretary of State for Digital, Culture, Media and Sport (DCMS) pointing out the issues and seeking assistance.

Athletes, coaches and ancillary staff had been advised on the forthcoming Covid-19 testing regime for the Olympics; they would also be reminded in the forthcoming week of their responsibilities with regard to drugs.

VG commented on a current disciplinary issue involving an athlete and said that she had invited Sports Resolution, an independent body, to take over conduct of the disciplinary proceedings. The position was noted.

2.2 Sponsorship, Fund Raising and Marketing and Communications: VG outlined the increasing PR and media activity in the run up to the Olympics and Paralympics and commented that Covid-19 had restricted some media opportunities. RL commented that it was unlikely that every member of the UK Sport (UKS) board was aware of what had been achieved by GBS and its athletes in the last couple of years and recommended that a presentation should be sent to each member. After discussion, the recommendation was adopted.

2.3 Diversity and Inclusion: VG said that the D+I Advisory Group was looking to report to GBS and the Home Nations in early 2022 with its recommendations for each body.

3. FINANCE

3.1 The management information to 31 October 2021 and variances to the budget were reviewed and noted. JM outlined the reasons behind the variances.

In response to a question from the Chair, JM said that the review of VAT documentation relating to the Tour Operators Margin Scheme was still being undertaken and should be completed by the next board meeting.

3.2 Audit of accounts to 30 September 2021: JM said that the audit process had been lengthened by discussions with UKS about, inter alia, additional funding for Covid and other costs. The previous Friday UKS had responded by pledging a maximum of £570,000 rather than the £1 million which had been spent and requested.

3.3 Risk register: the risk register and an update were noted. There was a discussion about currency risk and JM was asked to research some suggested courses of action which might lessen the impact of currency translation and revert to the Board.

3.4 Cyber breach: JM reported on the external review of IT security that had been undertaken following a phishing attack. No additional breaches had been identified and enhanced security measures had been implemented. A further report had been sent to the Information Commissioner's Office which had indicated that it would take no further action.

3.5 BDO audit of GBS finance and governance on behalf of UKS: JM said that the GBS responses and proposed amendments to the audit reports, which had been circulated to the board, would be sent to BDO with a covering letter from the Chief Executive and a request for a closing meeting in early January.

Pat Sharples (PS), Jayne Kavanagh (JK) and Sophie Morrison (SM) joined the meeting.

4. PERFORMANCE REPORT

4.1 The contents of the performance report together with the indication of those athletes to have attained the criteria for Olympic and Paralympic qualification were noted.

4.2 PS outlined the development programme for coaches teaching beginners to snowsport through to those coaching elite athletes. He added that the programme was working in conjunction with the Home Nations. TW added that Snowsport Scotland coaches had been involved in the programme and were impressed with its content; he believed that good coaches would be able to advance more swiftly through the programme. RT suggested that PS should consider a similar programme for technicians.

5. PREPARATIONS FOR BEIJING AND OLYMPIC AND PARALYMPIC TIMETABLES

JK and SM reported on the preparations for the Olympics and Paralympics 2022; the main issues now were ensuring that all the athletes, coaches, technicians and other staff understand the Covid-19 protocols and transporting the team and kit to Beijing.

JK and SM left the meeting. Sarah Torkington-Halstead (STH) joined the meeting

6. SAFEGUARDING

In amplification of her report, STH said that DBS disclosures were all now recorded on Breathe. She had been given some additional support to chase outstanding paperwork. In response to a question from the chair, STH said that she believed delays were caused because people completing DBS applications and away from home often did not have all the required paperwork with them; moreover, once she had received the documentation time was needed to check it. RT asked VG to review the onboarding process for those requiring DBS authorisation to ensure that nobody was employed until all the relevant paperwork had been received.

STH left the meeting

7. HOME NATIONS' REPORTS

7.1 Snowsport England: the contents of the report were noted.

7.2 Snowsport Scotland (SS): the contents of the report were noted. TW gave an update on the SS strategic priorities for 2022-26, the building of coaching teams and enhancing the profile of para facilities.

7.3 Snowsport Wales: the contents of the report were noted.

8. REPORTS FROM CHAIRS OF STANDING COMMITTEES

8.1 Freestyle Discipline Committee: the contents of the report were noted.

8.2 Telemark Discipline Committee: RT said that Adrian Pery had commented that there was little change for Telemark. Training was ongoing for those team members that can travel in the varying conditions. The season remains on track, with the British Championships (hosted by the Army) planned for 14-18 January 2022, followed by the GB leg of the Telemark World Cup in Pralognan in January 2022.

9. BOARD MEETING DATES FOR 2022 AND 2023

A schedule of meetings for 2022 and 2023 was agreed.

10. ANY OTHER BUSINESS

10.1 Matters reserved for the Board: The Board discussed the welfare of the Company's athletes and staff during the meeting with particular reference to any who might be in need of greater support, and understood that any issues were being handled in conformity with the Company's policies. The Board also discussed any potential or existing employment related issues and understood that any issues were being handled in conformity with the Company's policies.

10.2 There being no further business the meeting closed at 11:45 a.m.

Rory Tapner

25 January 2022

Chairman