

MINUTES

Of the meeting of the **British Water Ski & Wakeboard Advisory Council**
held on **Thursday 27th October 2016** at **Taylor Wessing, London.**

1. To record attendance and apologies for absence.

Present:

Patric Foley-Brickley	
Steve Sopp	
Peter James	
Nick McGarry	
Alex Dobson	
Martin Winter	
Patrick Donovan	
Nicky Caine	Cable 3 Event
Robert Crewe	Barefoot
Robin Nichols	Disabled
James Timothy	Boat Owner & Recreational
Claire Ellis	Athletes Representative
Suzi Nightingale	Cable Wakeboard
Tim Cooke	Kneeboard
Tony Green	Kneeboard

Apologies:

Richard Mattos
Peter Gill
CK Koester
Stuart Marston
Vince Turp
David Platt
Peter Donnelly
Justine Naylor
Natalie Campbell

2. BWSW Chairman's introduction.

Patric FB welcomed everyone to the meeting and thanked those who had attended today. Introductions were made to familiarise everyone present with their role on the Council and their background within the sport. He further outlined the structure of the Board which consisted of 10 Board members with 7 elected by the AGM voting clubs (Full Members) and 3 Independent Directors appointed to meet current governance requirements as per Sport England funding terms and conditions. Patric FB further outlined that the Discipline Committees were well established and structured however recreational participation was under represented within the organisation and increasing participation was a key aim to maintain the sport for the future. A risk highlighted was that 50% of the organisation's participation and membership income stream was sourced via boat owner and recreational clubs. The organisation was very much aware of its role as a national governing body of sport but was also mindful of the fact that it was also a membership association.

There followed some interesting open floor discussion on the activity and issues within what was a diverse and principally voluntary driven sport.

3. Discussion on the role of the Advisory Council.

The primary role was that the Council would act as a conduit to the Board and to provide communications from the grassroots to the overall management of the sport. Fostering engagement and involvement were key to the survival of the sport and providing loyal and satisfied customers for the future. The role of the Council was defined in the Articles of Association as part of the overall organisational structure.

4. Declarations of interest.

There were no conflicts of interests reported.

5. Election of an AC Chairperson and other officers

It was unanimously agreed that Tony Green would act as Chair of the Advisory Council.

6. CEO report.

a) 2017-21 funding process update - Patrick D outlined that he had recently received a solicitation letter from Sport England inviting BWSW to apply for investment in the following areas:

Coaching & Education

Talent Development

Core Market – Network Development & Network Participation

These were the areas that were closely aligned (with some adjustments) to our current funding round and Patrick D had been working on a funding submission which was now close to completion with the finance detail being the next area of development. It was highlighted that the funding bracket / range that BWSW had been invited to apply for was very similar to the 2013/17 funding round. As such there was an opportunity to at least maintain current funding levels or slightly increase the level of funding. The earliest submission date was mid-November which would provide for a December decision; missing this date would mean a late February decision. Patrick D would further be meeting with a sports consultancy this week for a final review of the submission narrative and scope of programmes and KPIs.

b) Staffing - a new Head of Business Development role would be advertised in early November. This revamped role would be more aimed at developing income streams than sports development and finding new markets for the products and services BWSW offers.

7. Development & Excellence update.

A comprehensive written report was produced outlining the work of these committees – appended at the end of these minutes. Nick outlined some of the work in this area and activities to support the sport including talent, officials, driving and coaching.

8. Finance

Peter provided an overview of BWSW's finances and the highly seasonal nature of its income. He outlined the key income streams to include membership and affiliations, grant monies, driving and coaching income together with the income generated by the disciplines. The organisation had a strong balance sheet in terms of assets (primarily our HQ building) and reasonable cash reserves and on the whole was healthy for the scale of its activities. This year business income was slightly up against budget with membership slightly down but stabilised compared to the larger declines in 2009/10. Moving forward the aim was to generate increased and diversified income streams to counter a landscape of declining grant funding streams and a reduced membership income compared to ten years ago.

9. AOB

None recorded.

10. Confirmation of future meeting dates.

AGM

Sunday 15th January 2017, Queens Club, London

Advisory Council

February date to be confirmed

The meeting closed at 16:10.

Minuted by:

Patrick Donovan

CEO



Development Report

PRESENTED FOR DIRECTORS MEETING OF 27 OCTOBER 2016

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Introduction

The following report details a number of items which were raised and discussed at the Development Meeting of 5 September 2016.

New Voluntary Development Member

Matt Crowhurst has now joined the development committee.

Coaching Programme Report

Level 1 Coaching

This has proved to be very popular. Sam Haslam noted that Level 2 Cable and Boat courses are also progressing well but with a view for the emphasis to be to push cable this autumn.

Level 3 is to be broken down in to cable and boat disciplines. This would result in three Level 3 courses which are now due for delivery in Autumn.

Sam is aiming for a course to be organised each month of year (excl. December – February). This would more scope to cater for more experienced attendees.

Courses in Greece

The Greek Ministry of Sport have decided that in order to become a sports coach, there is a requirement to complete 300 hours of training before being able to operate. This is now a problem for all sports. Noted that this has not been implemented as of yet although it does not look hopeful for the future.

Super Yachts

This is area which is being explored by Sam. One option is that Sam has a contact to advertise in magazine. Other options include Nautique Boats recommending our courses when customers purchase boats. Sam is hope is to get a few more manufacturers on board.

Camp America

It has been noted that this is huge market if we can sell coaching courses correctly. At present there is no requirement for any qualifications in the USA.

Sam is hopeful that we can get a couple of camps to adopt the courses. It has been noted that the first couple of courses may be a 'lost leader' initially, however there are some more affluent camps.

Coaching Accreditation

Level 2 and Level 3 qualifications currently sit on QCF structure which caters for both vocational and also academic. However there is now a move to RQF. Noted that Sam does not expect any changes however there are new requirements.

Coaching licence

Sam has identified this as an additional revenue stream. Broken down into Coaches/Operators & Parents/Participants & Clubs/Sites. This is already on BWSW's website and Sam will continue to expand on it. A meeting with Ultrasport has been scheduled to discuss sponsorship for this area.

Coaching at a non-accredited site

Concerns raised over sites that won't be accredited using BWSW coaches. Some concerns raised over how this could potentially be damaging to BWSW in event of accidents etc. Discussions for differing tiers of clubs. No conclusion has been reached on this topic.

Involvement with the RYA

Sam has been working with the RYA and we are now going to offer their Safe & Fun course (Safeguarding). The NSPCC require these courses to still be offered face to face but they also have an online course. This would remove the need for our coaches to attend a course in person.

There is a small fee for this which will be incorporated into the coaching fees. There will be a webinar for instructors to enable our coaching team to deliver the course moving forward. eLearning will be branded with BWSW.

Sam is also looking at internal first aid courses. Commented that we would like to work more with RYA and so looking to take their courses on board. Concerns were raised over the RYA taking our courses.

Cutting Edge Online Progression System

This is seen as potentially the future of Cutting Edge. AD raised this action and asked the group for opinions of what this may look like.

One option is an App for mobile devices. While this is an option there are significant costs involved in such a platform however sponsorship could be an option to help fund this.

Any solution will need to be linked to the existing online BWSW database as to avoid additional administrative work.

A project team consisting of Alex Dobson, Patrick Donovan, Sam Haslam, Natalie Masters and Gareth Turnbull to investigate solutions and potential costs.

Straight Line Cable Operators Qualification

There was a need for BWSW to own and deliver this qualification.

Sam Haslam has met with Tim Woodhead (from Industry Wake Park) who currently owns the qualification and put forward a proposal.

A BWSW Operator Level 1 which would be delivered by the sites as a 'supported role' and a BWSW Operator Level 2 which would be delivered by BWSW and would lead into the UKCC Level 2.

Sam is waiting to hear back from Tim but aims to run a pilot of the new structure in Autumn.

Development Team Report

Natalie Masters was not present at the last meeting and therefore no update provided.

Site Accreditations and Assessment of Obstacles

It has been noted that there should be a standard in place regarding the condition of obstacles.

Currently Mike Loche assessment of obstacles includes checking screws etc. however there is a grey area around covering the structure.

A working group consisting of Mike Loche, CK Koester and Mike Crowhurst has been performed to conduct a review of the existing procedures.

Aqua Parks

It was commented that Aqua Parks are becoming increasingly popular. The question was asked if we should be including these in our assessments.

It was noted that Wibbit is now the only manufacturer permitted to be used in Australia as they are the only company to hold certifications.

It was agreed that aqua parks should not be a direct concern to BWSW, only their use in parallel with our sports.

The positioning of such parks next to water-skiing activities is to be reviewed as part of by the working group listed above.

Next Development Meeting

The next Development meeting will take place on Thursday 24 November 2016.