

MINUTES

Of the meeting of the **British Water Ski & Wakeboard Board**
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
Martin Winter
Nick McGarry
Alex Dobson
Patrick Donovan

Apologies:

Natalie Campbell
Justine Naylor

2. To approve the minutes of the meeting held on 14th September 2016.

The minutes were reviewed and approved by those who were present at the last meeting.

3. Chairman's update.

Patric FB outlined the Board's role as overseeing the governance of the sport itself and also ensuring the operation and growth of the sport in future years. The organisation had moved on in terms of governance, openness and accountability – an area that needed greater attention was ensuring the bringing through of grassroots participants in the sport to discipline competitive level. There was growth through the families of those already involved though there was much less evidence of newcomers from outside of this existing group. Communications and reach were an area that would require some consideration as to how this could work better to encourage engagement. Encouraging and exposing newcomers to who we were and what we do was key. There was some discussion on the membership issue though the decline had slowed and was now plateauing out compared to season 2015.

It was noted that the latest issue of the magazine was particularly well received with good content and imagery from across the disciplines.

Actions: Patrick FB would email the contributors to thank them – all contributors were credited in the magazine for their submission. Martin would further lead on a small working group to look at member benefits, membership data etc. and whether free memberships were financially feasible e.g. to encourage new youngsters / members to join the organisation. All directors were invited to send in their incentivisation ideas to Martin in good time for the next board meeting.

4. Declarations of interest.

There was a change declared by Nick McGarry who was now a director of The Water Ski Academy, Whitworth.

5. Matters arising not covered by this agenda.

Charitable Trust – Martin updated everyone on progress regarding this foundation which was still a work in progress. Martin had undertaken a number of discussions including as regards possible sources of funding. The objects of the charity had to be sport wide to achieve

charitable status. It probably made sense to understand where the "friends of tournament" project which had been on the stocks gets to before spending more meaningful time, given this would inevitably take up a significant part of the projected funding for the charity.

6. To note items for AOB.

None recorded.

7. CEO report.

a) 2017-21 funding process update – Patrick D outlined that he had recently received a solicitation letter from Sport England inviting for 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 / investment 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 would further be meeting with a sports consultancy this week for a final review of the submission narrative and scope of programmes and KPIs.

Action: Patrick D was confident he would submit the application by the mid-November submission date as this would be key to early pre-season planning and further detailed budget development. Peter had very kindly offered to assist and Patrick would liaise with Peter regarding finance.

b) Staffing - staffing structure was outlined and potential changes that could improve operations. The Head of Business Development role would be re-advertised on 1st November to align the recruitment process with the decision on future Sport England funding.

8. Development & Excellence update.

A comprehensive written report was circulated prior to the meeting outlining various activity in relation to qualifications, Cutting Edge, safety standards and recommendations together with opportunities for the organisation to increase its reach. There was some additional discussion on the super yacht industry and a pilot course BWSW had run for this industry earlier in the year – the aim was to explore new income streams. Peter was knowledgeable in this area with his RYA background and had been liaising with Sam Haslam on how we could target this sector.

Action: Clarification for commercial accredited sites re Aqua Parks not being within the remit of BWSW as they were not part of water skiing or wakeboarding and outside of the activity of the governing body. This clarification would be added to accreditation information packs and inspection documentation.

9. Board related matters.

a) Independent directors recruitment – copies of CVs had been circulated prior to the meeting, Patric FB, Patrick D and Justine would form the interview panel and three candidates had been invited for interview in early November.

b) Advisory Council – the role and aims of the Advisory Council re-stated as the representative group and a grassroots link from within the sport to the Board.

c) Board rotation re AGM – the following members had decided to stand down and would not be re-standing for election:

Alex Dobson

A note of thanks to Alex for his time and input over the last two years.

Standing down in terms of rotation and to consider whether they wished to re-stand:

Justine Naylor (three year term completed)

Steve Sopp

10. Confirmation of future meeting dates.

Board

Tuesday 6th December 3 PM, London (**note date change**) / evening meal post meeting

AGM

Sunday 15th January 2017, Queens Club, London

The meeting closed at 1:10pm.

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.