



MINUTES

Of the meeting of the **British Water Ski & Wakeboard Board** held on **Thursday 1st April 2021 Via Video Conference Call.**

1. To Record Attendance and Apologies for Absence.

Present:

Martin Winter
Steve Sopp
Peter James
Margaret Curtis
Clare Lobb
Nick Fellows
Patrick Donovan

Keir Boissevain

Apologies:

Carole Cooney - Waterski & Wakeboard Scotland
Simon Waring

2. Declarations of Interest.

There were no changes made to the register of members interests.

3. To Approve the Minutes of the Meetings Held on 25th February and 24th March 2021.

The minutes were reviewed and unanimously approved by those who were present at the previous meetings.

4. Matters Arising not Covered by this Agenda.

a) Sport & Recreation Alliance (SRA) – an SRA staff member would attend a future board meeting to outline the aims and work of the SRA; Patrick had made everyone aware of a pending DCMS Committee parliamentary session re concussion / seeking written input.

b) Social Media (potential volunteer) – Keir reported that from the suggested persons no one had responded so far to take on this work on a voluntary basis.

Action: Keir to follow up the named potential persons with a call to assess any interest.

c) Insurance and BWSW operations document – ongoing and now close to completion, Martin had circulated a draft of the core document to a legal firm re a quote on potential advice on this review (any potential pro bono input still to be confirmed).

Action: Keir to finalise the combined annexes and references in the core document / provide Martin with a hard copy (Keir had access to Adobe Pro for this task).

d) Code of Sports Governance – Martin outlined briefly some potential changes to our articles at a future review to be confirmed.

e) Sport England related - Patrick had now started working on the new Sport England Performance Learning System (PLS), defining baseline positions and key milestones in terms of the earlier shared goals submission to Sport England for the additional rollover year of funding. Milestones from the diversity initiative for example (detailed below) would be included in the submission which needed to be completed during April.

5. To Note Items for AOB.

a) Club / centre visits – Peter highlighted the benefits of visits to affiliates to provide visibility as a board in order to build relations / act as a point of contact with our members. Agreed.

Action: A “visit column” to be added to the club data sheet to manage this / record any visits, those most in need of an imminent visit to be prioritised.

6. Imminent Priorities 2021.

a) Diversity in Participation – for the rollover 2021/22 year there was a much greater emphasis in the Sport England strategy on diversity and inequality within sport. BWSW had a good track record in this area during previous funding rounds, in particular the highly successful 2013-17 participation and urban facilities initiative. A follow up trial urban participation initiative had operated last season in the Salford area and Keir provided for the meeting an overview document and action log on this developing initiative. Active Partners (formerly County Sport Partnerships) were also currently a point of contact ongoing re this diversity initiative as part of our existing participation programmes which aimed to expose the sport to a wider / more diverse audience.

b) Insurance Matters Ongoing:

i) Racing – whilst there was a partial solution to insurance for the current season with GJW prepared to insure those with *current* policies for racing during 2021, this represented a limited number of boats (lapsed policies could not be renewed under the current terms). There was however no longer term solution that provided competitor to competitor liability cover despite an extensive search; the uninsurable risk status remained within the marine underwriting market.

ii) Voluntary Clubs Non-Motorised – Bluefin were debating on our behalf inclusion of liability cover within the scheme for “structures” such as jury towers and similar which were viewed as intrinsic to the activity of the sport, the underwriter taking the stance that they should be covered under property owners liability / buildings cover. Steve was in the process of producing some related data to assist Bluefin. Additionally, Bluefin had been asked to propose additional improvements to cover to strengthen the voluntary club liability scheme to ascertain the additional cost implications / potential for wider improved cover.

iii) Voluntary Clubs Motorised – boat survey now circulated aiming to capture some key data on existing club owned boat cover to establish for example achieved levels of motorised liability cover. It had been highlighted that providers in some cases were unable to offer the same levels of cover as in previous years with £1m cover only being available in some cases.

Action: Kylie to follow up with those who had not responded to the survey request next week.

iv) Top Up Cover – Bishop Skinner and the broker Richard Ward had been asked on availability / potential cost of top up cover for boat liability and Richard had promptly responded and was investigating currently. It was highlighted that it was important that BWSW researched the facts of any availability of top up cover or otherwise to ensure we fully understood the marine insurance landscape.

Action: Progress update on the above points to be provided by the insurance working group for the next Board meeting.

c) Membership Initiatives – a series of meetings had been held with various groups of clubs / centres to highlight the new incentivised membership recruitment scheme via commercial providers. Renewals were currently being processed and circa 100 had signed up to the no subscription cost, new e-membership scheme. Some promotional material was currently being finalised to support the communications of e-membership and the BWSW standard membership offer. The CEO award for membership award was outlined, some clubs to be identified for this award based on the figures from last season. This initiative would of course provide some recognition for those who actively promoted our membership on our behalf. Kier outlined some of the membership initiatives that were active at some of our centres to include Camel, Pier 52, New Forest and Salford to name a few.

Action: Keir and Kylie would look at last year's figures to see who might be eligible for a retrospective award based on last year's membership numbers (multiple awards potentially available). This award to act as the subject of an imminent communication to promote membership.

d) Staffing – currently “paper thin” with no plans to recruit to the seasonal membership services / admin role, one staff member remained on part time furlough and one on full furlough. Patrick was currently discussing the (very part time) Lead Safeguarding Officer (LSO) vacancy with a highly experienced candidate, appointment imminent.

A note of gratitude to our former LSO, Tony Green who had recently passed away following on from a recent illness. Tony had a significant input across the sport in a number of roles at many levels within the sport over many decades and he would be very much missed by so many.

Tony was also the former Chair of the Advisory Council (AC), a meeting date would be agreed for circa two months' time for the Council to elect a new Chair from amongst their members.

Action: Patrick would discuss potential dates with Board members first who might also wish to attend the next meeting before circulating any date to AC members.

7. Finance.

a) Approval of Draft Budget 2021/22 – the budget was outlined as a very conservative and prudent view of the finances considering the levels of uncertainty as the sport came out of lockdown with a cautious approach to any commitment to additional staffing costs at this early stage. Additionally, there was a cautious view of self-generated income streams (membership and qualifications) which Patrick outlined. The budget was approved subject to ongoing review.

8. Board Related Matters.

a) Board Appointments & Diversity / Recruitment Update - following on from an open skills-based recruitment process a number of candidates had been interviewed with two now appointed to act in an advisory capacity on working groups (rather than being appointed to the Board). A potential candidate previously identified was not available to join the Board and Martin had now made contact with other potential candidates who had expressed an interest / or were of interest.

b) Kickstart (Government Youth Employment Initiative) – this scheme provides funding to create new job placements for 16 to 24 year olds on Universal Credit who are at risk of long term unemployment. It provides young people with an experience of employment on a part time basis for 6 months with employers in return required to provide a bespoke in-house training and mentoring service to improve employability and workplace skills. The scheme operates via the Department of Work & Pensions Job Service with those eligible being referred to / matched up with vacancies. BWSW currently had advertised vacancies which had been approved as eligible for the scheme; in four weeks the Job Service had only referred four potential candidates for one of the vacancies however there was no requirement for these referrals to actually apply (no actual applications received to date). Patrick had impressed on our account manager our seasonality / imminent need, the closing date had now been extended and a circular had gone out to members / lapsed members in the Surrey area highlighting the Kickstart vacancies we had available (though eligible persons had to register their interest initially via their Job Service Work Coach).

c) Board Action Log – reviewed / no significant outstanding actions.

9. Confirmation of Future Meeting Dates.

Board

Thursday 13 th May	08:15 Conference Call re Action Log
Thursday 24 th June	14:00
Thursday 2 nd September	14:00

Wednesday 20th October
Thursday 25th November

08:15 Conference Call re Action Log
14:00

Advisory Council

TBC

AGM

TBC

The meeting closed at 16:00

Minuted by:

Patrick Donovan

CEO