



## MINUTES

Of the meeting of the **British Water Ski & Wakeboard Board** held on **Thursday 24<sup>th</sup> February 2022** via **Video Conference Call**

---

### 1. To Record Attendance and Apologies for Absence.

**Present:**

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

Kylie Cooper  
Keir Boissevain

### 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 4<sup>th</sup> January 2022.

The minutes were unanimously approved by those who were present at the January meeting.

### 4. Matters Arising not Covered by this Agenda.

a) Inflatables – the issue reported had been canvassed as appropriate. Keir would make a note of this discussion.

b) Potential boat insurance scheme – Steve updated everyone on recent discussions re a private boat owners scheme which could develop into a club scheme potentially also. The aim was to have £2m minimum liability cover - a meeting pending at HQ to discuss developing this scheme further, Steve / Patrick to discuss and set up an introducer agreement with the provider (once the full details of the scheme were known and how any BWSW “commission” for example might operate). Regardless of any commission there would be a communication to members if anything worthwhile was available.

c) Lead Safeguarding Officer – Charlotte Wharton appointed as Lead.

d) UK Anti-Doping – Nick outlined just some tweaks and minor points to address in terms of any final polish on the BWSW compliance with the overall framework.

### 5. To Note Items for AOB.

a) World University Student Games / World Games – Steve reported that Waterski and Wakeboard would be represented by three athletes at the Student Games. Likewise at the World Games (the “non-Olympics”).

**Action:** Steve would outline some related bullet points, potential for support in a short paper.

b) Commonwealth Games (CG) – Martin provided a brief update on recent communications with the IWWF President. At Peter’s suggestion Martin would do a follow up email.

### 6. Board Related Matters

a) BWSW Strategy – Tackling Inequality. Phase 2 of the Sport England System Partner process had now been completed, next an internal panel would assess our submission with an

imminent investment decision to be confirmed by 4th April at the very latest. The BWSW submission outlined our systemic (connecting and influencing) role, governing role and delivery role with initial short-term steps, medium term goals and longer-term vision and outlined a clear commitment to tackling inequality.

Patrick and Kylie had now attended an initial workshop on the next phase i.e. the System Partner Monitoring, Evaluation & Learning (MEL) framework which all funded bodies would need to adhere to in terms of performance monitoring and reporting. This currently was still a work in development and BWSW had offered to assist with any MEL pilot testing of the system.

Recruitment and confirmation of the level of investment were key in progressing the strategy at an operational level, though there were a number of initial steps which could now be actioned within the submission.

b) Code of Sports Governance– the matrix had now been updated and circulated following on from last week's meeting on compliance or otherwise with the Code. A number of action points had been identified e.g. People Plan, minor amends to the Terms of Reference re conflicts of interest etc.

**Action:** In terms of board appraisal Martin would produce a concise / simple appraisal template for everyone to complete; Nick offered to assist and would have initial conversations with board members as part of the appraisal process once a final appraisal template had been agreed.

c) Safety Recommendations and Cable Coaching – a work in progress with external professional advice / input, the safety recommendations had now been revamped but was still a work in progress.

**Action:** Patrick would address the suggested amends from Martin / Michael and was awaiting additional input on cable etc. This was due for review at a meeting next Wednesday and represented an extremely pressing issue.

d) Insurance Market Update – this focussed on Racing, GJW had re-confirmed their confirmation of last season that any form of water ski racing or speed trials were excluded from their leisure boat insurance policy. This had been communicated to the Racing Committee who continued to recognise the existential threat to the discipline; two final lines of investigation were in progress re other alternative insurance routes to be confirmed. It was clear that BWSW would not be in a position to sanction any racing events if there were gaps in cover in relation to competitor to competitor cover and training for events.

**Action:** Patrick would produce a letter to clarify the facts re the previous sponsorship relationship with GJW which GJW actually ended themselves unilaterally (there had been some anecdotal hearsay that one or two involved in the Racing discipline were still suggesting that this termination had something to do with BWSW. This had been rebutted a number of times and it was considered appropriate to reiterate given the pending meeting). The letter would highlight the fact that GJW was now explicitly excluding racing events from their new boat policy (this message which had recently been communicated to the Racing Committee had not as yet been widely circulated by Racing). The letter would be circulated to the Racing Committee, licence holders and related officials.

e) Board Appointments / Re-Appointments - appointment letters were circulated prior to the meeting for information; Martin outlined the serious responsibilities of board directors in terms of being conversant with the BWSW operation.

f) Lead Safeguarding Officer (LSO) / Development Lead – Equality, Diversity & Inclusion (EDI) – Charlotte Wharton was currently undergoing an induction as LSO and had been introduced to our CPSU liaison. The EDI role had now been widely advertised to include the Active Partners who utilised the Cuttlefish fish platform; this was an integrated jobs board which shared vacancies across circa 50% of Active Partners. The role had also been advertised with UK Sport, Sport and Recreation Alliance, the Activity Alliance, Sporting Equals, social media etc.

g) Advisory Council (AC) –invite the AC Chair (or alternative representative) to have an AC specific slot at a general board meeting post any AC meeting. Compliance with the Sports

Code required democratisation of AC representation and member rotation in the same way as for the board. In prior discussion with Sport England as regards the articles of BWSW this had been insisted upon. A key discussion item was implementation of the democratisation. The AC or disciplines could lead but the Board could get involved as necessary. Very useful input on identifying discipline involvement at club and individual member level had been well received from the AC and was being followed up as part of the membership renewal process. A need for more engagement was agreed as the AC represented a great forum for engagement with the sport's stakeholders.

**Action:** Patrick would identify the AC representative who would be asked to attend the 31st March board meeting following on from the next AC meeting on 16<sup>th</sup> March. Maggie would put together some discussion bullet points re the AC and areas for potential improvement in terms of achieving links into the grass roots sport.

h) Skills Matrix – a draft matrix, which solely related to the board, was circulated prior to the meeting which provided a summary overview of the skills, knowledge and independence of the current board members. Some amends made during the meeting re Nick and Maggie's status within the matrix.

i) Insurance FAQs and Benefit Summary – now complete subject to Kylie following up with a couple of points of clarification which should mean only minor tweaks to be made to the insurance benefits summary. The underwriter had now agreed to extend Abuse cover from the geographical limit of UK only to Worldwide and would now include Officials e.g. Team Captains, with a limitation of 30 days overseas for any supervising individual in any one period of insurance.

## **7. Confirmation of Future Meeting Dates.**

### **Board:**

Thursday 31st March	14:00	- Conference Call
Thursday 23rd June	14:00	- Conference Call / BWSW HQ TBC
Thursday 1st September	14:00	- Conference Call
Thursday 20th October	12:00	- Conference Call
Thursday 24th November	14:00	- Conference Call

Some additional meetings may well be required to address ad hoc issues and the proposed time for these meetings is 9am on Wednesday mornings.

### **Board Sub-Group**

Wednesdays 09:00

### **Advisory Council:**

Weds 16<sup>th</sup> March 11:00 - AC members only attending

### **AGM**

TBC

The meeting closed at 15:45.

### **Minuted by:**

Patrick Donovan  
**CEO**