Minutes of the Meeting of the British Water Ski & Wakeboard Board

Date and time: Tuesday 7th July 2026

Venue: Video Conference Call

Attendees:	**Board Members** Ruston Smith (RS) Patrick Donovan (PD) Michael Lock (ML) Katie Lowe (KL) Andy Phillips (AP) Anny Wooldridge (AW) Jeremy Nevill (JN)	**BWSW Attendees** Jane Peel (JP) Kylie Cooper (KC) El Temple (ET)	**External Attendees**
Apologies:	Shelley Meyern (SM)	Keir Boissevain (KB) Sarah Wassell (SW)	

Item	Subject
1.	**Regular items** 1.1 Welcome - the Chair welcomed everyone to the meeting and outlined the key items on the agenda. 1.2 Declaration of Changes to Register of Members Interests – there were no changes made to the register of members interests and no new conflicts declared for the meeting. 1.3 Minutes of the Meeting on 2nd June 2026 were reviewed and unanimously approved by those who were present at the previous meeting. 1.4 Matters Arising - a document outlining matters arising / progress on actions was circulated for the meeting together with a RAG rating against each in terms of completeness. It was noted that, since the board pack had been issued, a number of actions had since been completed and were green. 1.5 Board Business Plan 2026 - a calendar / workflow matrix was circulated to note and provide clarity on the key business items, policy and other reviews that need to be completed to meet the Board's terms of reference and regulatory requirements as part of the board cycle. **Action:** PD to add key insurance renewal / review dates into the schedule as well as any other material annual actions.
2.	**CEO Update** 2.1 Strategic Partnerships – Sport England New Approach to Investment / Transition Funding. Recent circular received outlined the SE direction for 2027-32 to move towards a single, clearer investment portfolio approach, rather than continuing with a collection of separate funding arrangements that have built up over time with different cycles / timespans / compliance requirements. The aim being to align SE resources more closely to the priorities in their next 5-Year Plan and across their over circa 340 funded partners. For funded partners where the current funding arrangements ran to the end of March 2027 a

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	transition period of up to 12 months beyond this date would be utilised to provide for continuity while the new investment process was developed. Essentially this would mean, as had been applied in the past, a 'rollover year' would provide a lead in time for the new funding submission processes which were currently in development. Also provides a window of time to transition roles and goals to change direction from the current System Partner model towards the new 5-Year Plan priorities. **Action:** PD/KC would follow the various related meetings and consultation process in relation to the transition year and the development of the new portfolio approach to investment and report back on a regular basis regarding any pertinent developments. At this very early stage more detail was required on the direction of travel - likely to be available in the Autumn. The Chair proposed three key strategic objectives / actions: 1 Consider and propose how we would operate with a cost base that's funded with 38% less income - as we need a clear contingency plan 2 A clear and achievable strategy to deliver an additional £250K of recurring revenue to diversify income streams and reduce our dependency on financial grants 3 Collect relevant data and produce a business case that is aligned to Sport England's objectives, so we approach proactively the process after the consultation On additional sources of income / funding streams PD would consider other avenues of public funding / alternative grant funding, RS would consider potential sponsorship opportunities (historically these have been relatively small scale and linked to disciplines and their titled events and a boat insurance scheme minor sponsor) and KL/RS would look at legacy / bequests. KL outlined some alternative methods of attracting funding outside of the reliance on public funds e.g. crowd funding as well as sponsorship etc. which would require a broader view of the potential opportunities. The Chair noted that these key areas would be discussed and developed at the strategy offsite in August. 2.2 Kneeboard Committee to Stand Down – decision by majority at the June Kneeboard Committee to stand down the committee as a competitive discipline committee. Primary rationale being the lack of competitive activity and the number of participants which has significantly declined. A number of the existing committee members would form a working group with a focus on grassroots participation, and recreational events, and future support of Kneeboard. A member expressed an interest in maintaining IWWF / E&A links for Kneeboard and maintaining other links e.g. Advisory Council perhaps with one or two competitive riders and having a further meeting to discuss maintaining the competitive administrative framework. **Action:** PD would liaise on this point ongoing. On the BWSW Finance Policy, PD would contact all the discipline committees to highlight re use of BWSW funds as part of overall BWSW finances (not via external non BWSW bank accounts). All BWSW income and expenditure was subject to the annual audit and compliance process.
3.	**Finance Update** 3.1 Quarterly and Year to Date Position. AP provided a summary of the financial position to the end of March – and against budget. It was anticipated that there would be a deficit on the General Fund of £28K, allowing for non-cash depreciation for the year to March 2026 - with the figures to be audited in the Autumn. There was a brief discussion on a small number of unpaid invoices / potential bad debts.

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	AP outlined the current and key income stream to date re membership and affiliations which was in line with the current budget.
4.	**Corporate Plan** 4.1 Promoting Awareness: - 4.1.1 Feedback / Update re Daily Mail. - - The Chair outlined the successful social media event with the Daily Mail. There had been good feedback on the activity which was held at Gosfield and a note of thanks was given to the club for facilitating the filming. AW outlined how the jump training video had been circulated across a variety of social media channels with 34k views on the Daily Mail alone – with a further 14K views achieved across BWSW platforms. Additionally, further spin off views via sharing. JP to follow up on Daily Mail re the potential for further promotion re hard copy (JP to cc in RS) As part of the board's initiative to promote awareness, the Chair explained that he had agreed a follow up event on Wakeboarding with Henry Williams where the Daily Mail would film it as part of their ongoing series – with the similar approach to the one taken at Gosfield. JN and JP would lead on supporting the initiative and a meeting was being arranged with the Daily Mail. JP outlined some additional video footage reach regionally in Essex and Yorkshire / North East BBC regions with some additional reach via social media channels. - 4.1.2 Duke of Edinburgh Initiative - KL updated the board about the D of E meeting re potential acceptance onto the scheme planned for Wednesday. The aim is to achieve 'official affiliate' status for BWSW as a promotional badge to improve visibility and reach / participation at club level. This, again, supports the board's aim to promote awareness and activity. - Advisory Board – RS confirmed that Lord Moynihan had agreed to chair the Advisory Board and that two out of the three additional members had been approached and had agreed to support the BWSW. The aim was to provide high level strategic guidance to the organisation with the key aim being to '*promote and increase awareness of our sport and its inclusivity and aligned to Sport England's prime objective, to encourage and support people to get outdoors and be active'*. 4.2 Social Media & COMMS opportunities – The Chair explained that he had positive interest from a number of large sponsors who were interested in supporting the sport. One company had already committed to advertising in the magazine which JP had moved forwards. The Chair explained the next steps that were needed including developing a small number of sponsorship propositions to offer choice and different price points. He also explained that the new website, that was being developed, could be a prime opportunity to engage sponsors particularly if we could aim it at promoting the sport and therefore a wider customer market – with the ability to create active content. 4.3 Membership – KC outlined the current membership numbers to end of June with a comparative for the same point last year: 2025 4891 2026 4349 (some slowing in renewal rate as we enter July) On renewal / reminder emails sent: 14th May and 9th June – 50% unique open rate – total open 80% / somewhat disappointing 7% click rate. Further reminders to particular groups e.g. coach renewals, competitive licence renewals

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	pending, certain clubs showing a lower level of membership / lapsed members (which could simply indicate a slow club internal renewal process in some cases) 4.4 Affiliation & Accreditation Report – KB provided a summary report for the meeting on the affiliation and accreditation process and a small number of issues with some facilities were noted. **Action:** PD to follow up with KB on one particular affiliate re their accreditation and non-payment status. 4.5 EDI Lead Report – ET summarised their report outlining the current activity to include Women & Girls support throughout the season, Adaptive, Ride with Pride and planned actions also outlined. Currently working also with Access Adventures on shared resources, video content and promotion of the community engagement in place and useful in evidencing our work in this area. Report noted and approved.
5.	**Safety and Risk Management** 5.1 2026 Review of Risk Register - A newly stated risk register developed by RS/PD/AP had been circulated for the meeting detailing key risk categories, related sub risks, controls and net risk ratings. Approved subject to a few agreed additional refinements. **Action:** Board members to further consider opportunities, with the aim to further improve our control environment and reduce our overall net risk – with particular focus on the top 5 risks. A number of email comments very recently received of which PD had not yet considered the content. 5.2 LSO Safeguarding Report – SW provided a summary report for the meeting outlining complete actions, planned actions, key dates and an update on any concerns ongoing or newly reported. Report approved. 5.3 Incident at National Championships, Cotswolds – JP outlined the detail of the competitor incident which led to an air ambulance call out and hospitalisation. The board noted that the British Barefoot Water Ski Committee were to hold an Extraordinary Meeting to fully consider the incident. The board's thoughts were with the competitor and his family. JP further outlined an approach to press / media management for such incidents which would be based on a single point of contact. PD had reached out to the event organisers with support and details of the BWSW's insurance provider as requested for the purpose of incident notification.
6.	**Any Other Business** - AGM date in place and provisional booking held with a venue. KL outlined a brief proposal to combine a 75th Anniversary function as part of the January 2027 AGM. Agreed, format to be hammered out / further discussed.

Consideration given to the following risks covered at this meeting (current version of risk register):	
1. Strategic	
10	Reputational risk

14	Legal and regulatory
27	Exposure to shifts in public funding policy
29	Progress and measurement against the strategic plan
2. Financial	
18	Exposure to third party liability claims
23	Lack of financial control

The meeting closed at 2:30pm

Minuted by:

Patrick Donovan
CEO