



MINUTES

Of the meeting of the **British Water Ski & Wakeboard Board** held on **Thursday 10th September 2020** via **Conference Call**

1. To Record Attendance and Apologies for Absence.

Present:

Martin Winter
Steve Sopp
Peter James
Maggie Curtis
Clare Lobb
Abbie Lench
Nick Fellows
Patrick Donovan

Carole Cooney - Observer Scotland
Dusko Lukic - Development Committee Lead
Michael Lock - Driving Working Group

Keir Boissevain - BWSW Development Officer

Apologies:

John Battleday - Driving Working Group
Simon Waring - Board member

Martin welcomed Carole Cooney from Scotland in her role as the recently appointed Chief Operating Officer of Water Ski & Wakeboard Scotland. Carole was invited to the meeting as an observer and to aid lines of communication. It was noted that, as well as the Advisory Council, Board agendas and minutes would be circulated to discipline chairs, plus our Development Lead and Head of Communications.

2. Declarations of Interest.

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

3. To Approve the Minutes of the Meeting Held on 25th June 2020.

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

4. Matters Arising not Covered by this Agenda.

None recorded.

5. To Note Items for AOB.

a) Disciplines joint meeting with Board members – Martin felt that to aid communications and to make this diverse organisation more “joined up” it would be useful to have a joint meeting of the Board members and discipline Chairs. Agreed with a date in November to be confirmed.

Action: Patrick would liaise with Martin on a suitable date and circulate the invitation accordingly.

6. Diversity.

a) Review of diversity statement – there were clear requirements of funded NGBs detailed within the Code of Sports Governance to include improving diversity within the leadership of the organisation and the requirement for a published diversity statement and clear annual targets. Clare had provided a written report prior to the meeting re a review of the BWSW diversity

statement, key targets and potential future actions to bolster this area to include wider Board recruitment initiatives, improved data capture, participation programmes and greater profiling our work in this area. Potential Board training re diversity was discussed e.g. unconscious bias courses which in Martin's experience were costly – Martin did however outline that there was some well-regarded free [online unconscious bias testing](#) which some (including himself) had found to be a useful tool.

From earlier discussions with Patrick it was clear that the 2013 capital facilities project to build cable systems in more urban areas had exposed the sport to a more diverse audience simply through the partnership with schools and local community groups e.g. in Salford and Liverpool. Patrick had discussed this capital project at the last Sport England review meeting as a way of improving diversity within the sport in urban areas and of course as a means to increase the number of affiliates / reach of the BWSW network. This could potentially once again form part of any funding submission for the next funding round / new Sport England strategy for sport. Diversity was a key thread throughout wider sport to include the [Coaching Plan for England](#), the [Active Lives Survey](#) and the ongoing development of the [Shaping Our Future](#) Sport England strategy.

Action: Clare with some input from Nick's experience with recruitment in this area to come up with a brief "5 bullet" recruitment plan for implementation as soon as reasonably practical. Nick reminded everyone that there was a Sport England Board recruitment scheme (cost free) via a partner recruitment agency Perrett Laver.

b) Trial participation scheme – Keir had circulated a document outlining a trial participation scheme with Salford Wake Park. The urban location and the centre's association with Salford Community Leisure / local Council support made it an ideal choice for this trial project consisting of subsidised urban access to the sport within a diverse community. Scheduled for October this would also provide a pilot for the new Progressive Edge material.

Action: Keir would report back on an arising basis the success or otherwise of this trial scheme to be considered for further roll out in 2021. The project would be communicated as an example of our work in this area e.g. via the magazine and social media.

7. Development.

Dusko Lukic / John Battleday / Simon Waring / Michael Lock provided input into written reports circulated prior to the meeting.

a) Ski Boat Driver Level 3 (SBD) – brief outline of progress on a further revamp of this higher-level driver award which had historically struggled to find a relevant audience and meaningful take up. The revamped qualification aimed to provide a natural progression pathway (within a more "commercial" setting) from SBD2 and would be promoted to boat drivers who aspire to adopt this as a 'gold-standard'. A draft practical assessment and written test had been produced, a need to provide a syllabus to potential candidates had been identified and an estimated completion date was set for end of October. No particular issues anticipated in terms of delivery as there was an existing network of "old" syllabus SBD3 examiners available. A note of thanks for the extensive input of all involved over many hours on this qualifications initiative.

b) Coaching – the furloughed coaching role had been re-instated albeit on a part time basis, a key aim being to populate autumn courses at end of season and demonstrate a demand for coaching qualifications in the current challenging environment. Early success with a bonus August Level 1 course having taken place at Thorpe and two further viable courses this autumn. Concerns expressed by tutors re potential overseas courses (Greece) and self-isolation on return though there was known latent demand for courses at overseas sites.

Action: It was noted that there were young college students on the August course – a potential market with school leavers for courses next year. Promotional actions and courses for 2021 to be developed over the later autumn – Patrick would liaise with / assist Sam Geller on this point.

Currently opportunities were being explored re the [Sport England Coaching Plan for England](#) which was challenging the sector to re-imagine the provision of coaching from the perspective of the participant. A new framework of professional standards was in place and many NGBs

were already aligning to the new framework. A meeting was scheduled in later September with Sport England partner CIMPSA (the professional development body for sport and recreation). The meeting could potentially mark the beginning of a process to move away from UK Coaching Certificate (UKCC) or to restructure our existing UKCC aligned qualifications. Carole noted that sport in Scotland had now moved away from the UKCC standards. The current importance of the recognition of the UKCC brand in Greece at government level was also noted.

Action: Patrick would keep everyone up to date and report back on this initial CIMPSA meeting and Carole would keep Patrick up to date on coaching developments in Scotland. Abbie would also report back on any developments within the Lawn Tennis Association.

c) Other matters – Progressive Edge (revamped Wakeboard version of the Cutting Edge scheme) delayed by the COVID 19 pandemic, consequently delaying the planned promotional campaign which included a video package (with other videos scheduled). New materials would be trialled as part of the Salford initiative though the main launch would take place early next season.

Membership - current membership initiatives included discounts offered via overseas centres for ski tows / rides at UK clubs, a CEO award for membership (club recognition scheme), promotional videos and a scheme to encourage those clubs retaining and increasing membership which would be rewarded by a competitive submission for grant support. As always discounts offered to members were under continuous review with a partnership Ski Club of GB offer and mutual discount scheme now in place. Peter had a call scheduled with HQ to discuss the membership offer at commercial pay and play centres where potential members traditionally “slipped through the net”. Coaching day initiatives and other discipline initiatives were briefly outlined as a means for some sign up of new members which would continue in 2021.

8. Update Reports for the Board

a) Insurance – Ski Racing, suspended for season 2020, remained an apparently uninsurable risk and there were no underwriters prepared to replicate the wide cover offered by GJW / cover the risk of boat racing at speeds above 55 mph in all settings e.g. club boat activity, training, coaching and overseas events etc. A per event cover (similar to offshore powerboating) was currently being investigated however this would be restricted in scope, costly and would only represent a very limited solution e.g. it would not cover overseas titled events or general racing club boat activity. Active explorations of the insurance market were ongoing however to try to ensure the discipline could operate for season 2021. This was identified as a paramount concern given the existential impact on a discipline of the sport.

Action: Patrick would report back on ongoing investigations of the insurance market in due course and continue to liaise with the discipline representatives over racing insurance.

A potential (non-Racing) BWSW group club and member boat scheme proposal akin to the old GJW scheme had now stalled after earlier swift progress. Issues with two key areas, wider underwriting exposure to inflatables and the perceived risk of competition. RYA provider Bishop Skinner were unable to find an underwriter who wished to be exposed to a wider scheme – while there is some risk appetite and water ski boats can find insurance there is no underwriting appetite to be overexposed to marine risk in quantity. There is a broker we can refer individuals and clubs to if they do have difficulty in finding cover however currently plans to replicate any previous partner scheme are on hold subject to the below action.

Action: Steve and Patrick to review the situation at the beginning of 2021 with a view to obtaining details of a broker to whom clubs could be referred.

b) COVID-19 updates to include competitions – Martin outlined some of the positive feedback received on the BWSW interpretations of guidance and updates provided to our affiliates and members. Also, excellent input from the Tournament Committee with their published guidance on the return of competition and operating procedures for running a COVID-19 compliant event.

c) Advisory Council – region / area representation and AC members. The Advisory Council last met in February 2020 though another meeting was planned for September tbc. Tony Green

(Chair) had recently been working on a minor “reshuffle” of sorts with the new Chief Operating Officer of Water Ski & Wakeboard Scotland joining as Scotland representative and Alan Murray (previous Scotland representative) now acting as Boat Owner & Recreational representative. Bibby Curtis (Cotswold WSC) has now also joined as the second Barefoot representative. The requirements of the Advisory Council to operate on a democratic basis was noted.

Tony has further been in contact with the “historic” regional chairs re his proposal to improve regional input by redefining the old English regions. In terms of regional representation, the articles outline the make-up of the Council as having two representatives nominated by each Discipline (the Regions is defined as such) together with a representative nominated by the governing body for Scotland, N. Ireland and Wales. A proposal to redefine the historic nine English regions into five “areas” with clubs allocated along broad geographical areas had now been finalised with a communication circulated to all clubs outlining this.

d) VAT/ Finance & Audit – Peter James had written to HMRC requesting that entry to a waterpark be considered eligible for the government’s temporary VAT reduction to 5% in line with other amusement parks – an initiative to support the leisure sector. The HMRC Unit of Expertise had responded positively and Peter had now shared the guidance / personally spoken to the majority of commercial affiliates and ex-affiliates regarding this development. A note of thanks to Peter for the considerable amount of his time, sourcing expertise and input on this matter and assisting our affiliates with improving their margin during difficult financial times.

The BSWW audit had now concluded and a draft financial statement had been produced; the document was currently with Peter for final review. The narrative within the document included a much more detailed Going Concern statement and an expanded section on principle risks and uncertainties / business continuity. The document outlined that there was no imminent financial threat to the organisation due to swift / prudent cost mitigation actions, use of cash reserves, secured advance Sport England funding and an extended funding round from 4 to 5 years. At the end of the 2019/20 financial year the result was a minor deficit on general activities of £5K. Included within general activities are non-cash depreciation charges of £22K (2019: £21K) therefore before non-cash charges there is a cash surplus on general activities of £17K (2019: £44K). The finalised statement would be circulated in due course and approved at the October meeting. A note of thanks to the HQ staff Rita, Patrick and Kylie who assisted with what was a remote audit on this occasion which produced a far greater administrative burden. Though no definitive figures could be provided for the meeting at this point in the current financial year a deficit in the range of £40K to £100K appeared a reasonable ballpark for 2020/21.

Action: Peter to review the document and liaise with Patrick on any final amendments.

e) Resourcing – Patrick outlined that the Talent Programme staff member remained on furlough with the Talent Programme suspended for the season. With funding for non-Olympic / non-Commonwealth Games sports now terminated (the funding ended on 31st March this year with only some very minor rollover reserves available) the future of the programme remained uncertain / tentative.

f) Communications (Jane Peel) – Martin outlined some of the wider successes re profile of the sport in the more mainstream, prime time TV media achieved by Jane Peel to assist in raising much needed profile.

g) Action Log – the action log was reviewed, it was noted the number of outstanding actions was much reduced, membership figures were positive considering the impact of the pandemic.

9. Confirmation of Future Meeting Dates.

Board

Weds 21st October

08:15, Conference Call re Action Log

Thurs 26th Nov

14:00, Conference Call

Weds 13th Jan 2021

08:15 Conference Call re Action Log and AGM

Advisory Council

TBC

AGM

Sun 24th January 2021

Via Video Conferencing

The meeting closed at 16:30.

Minuted by:

Patrick Donovan

CEO