

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board Meeting held on Saturday 25th April 2009 at 10.00am
at Hotel Ibis, Crick, RUGBY

Present: Barry Spouge Chairman
Jennifer Denning Finance Director
David Hart Director
Nigel Matthews Director
Karen Richardson Director

Tim Fawke Chief Executive
Peter Heath Company Secretary

Apologies: Dave Richardson
Peter Stratton

ACTION

699 Declaration of Interests

Jennifer and Karen have completed declaration of interest forms and returned them to the office. No new interests were declared

700 Minutes

The minutes of the meeting held on 23rd March 2009* were confirmed as a true and accurate record thereof and were signed by the Chairman. The minutes of the meeting held on 18th January 2009 * were also signed by the Chairman.

701 Matters Arising

EMSA/WMSA. Still on target for a proposal to be put to the WMSA AGM on 11th May. As EMSA no longer exists, it was suggested that WMSA should expand its area to include the East Midlands region rather than create a new Association.

702 CEO's Report - full details in written report & attachments

a) Sport England grant.

Conference call on contract terms to be held next week. Jennifer aiming to establish an agreed interpretation of the contract as written for various scenarios, rather than try to get the contract amended.

The Terms of Reference for the proposed Project Board were approved.

Membership – Tim & Jennifer agreed. Peter Stratton & Clive Newell to be invited. Anticipate quarterly meetings, perhaps monthly conference calls initially.

BS

Sport England to be invited to meet the whole Project Board – perhaps at an event this summer.

Tim to provide project reports for each Board meeting.

TF

* inserted into the minute book for record purposes.

b) Development Officers – Job description and salary range agreed. Both jobs to be offered at the same salary, similar duties but each covering a different geographical area.

c) Ipsos Mori Survey. Still need more volunteers. Ipsos Mori planning to visit some clubs.

d) Regional Grants

Letters have been sent to the two Regions outstanding, giving a deadline of 1st September 2009 (not 31st May as reported previously) to submit their 2008 accounts.

e) Renewals

2400 registrations/renewals received to date. Agreed that a circular should be sent to those not renewed, thanking them for their previous membership and inviting them to consider rejoining – perhaps as a race official or other volunteer.

f) Affiliations

The Board reviewed the constitutions of Bromley Freestyle Club and White Mountain Ski Club and approved their applications for Full Membership.

It was agreed that the constitutions for all existing clubs and academies in membership be reviewed to confirm their appropriate membership category. **TF/PH**

It was suggested that SSE provide a model club constitution.

Tim to discuss with Clubmark the possibility of using their accreditation scheme to cover ski academies, or to develop our own criteria within the Snowmark scheme. Need to liaise with SSGB as this is an ongoing topic at SSGB Congress meetings. **TF**

g) UK Snowsports

Snowsport Scotland have confirmed their one year contract with BASI to deliver L1 and L2 courses on artificial slopes in Scotland.

There is a continuing need to promote the UK Snowsports Courses within England.

Tim is seeking BASI's recognition of the UK courses - in their own right and as an introduction to BASI courses for those wishing to work in commercial ski schools. Also seeking to include BASI in the shared recognition of CRB checks

No agreement reached yet on the UK Scheme for Nordic.

h) Coaching Conference

Information and booking form to go out shortly. Aiming for 100 participants (50% increase on 2008). **TF**

i) Child Protection – Advanced Standards

Submission to CPSU required by 1st July. Meeting with CPSU on 1st May **TF**

j) Bingo Lotto

To be re-launched on 7th June with tickets available at all 27,000 Tesco tills. Tim to scan and circulate the full information pack including terms & conditions to the Board. Application form needs to be completed & returned by 15th May.

TF

k) Alpine Championships

Andrea Grant is developing a website to promote the 2010 Championships. Resort visit planned for May to finalise contract & arrangements

l) British Indoor Championships

Clarification is required from SSGB regarding the relative status of the events under this name being organised tomorrow at Chill Factore and on 23rd August at Castleford.

TF

m) England Alpine Team

74 applications were received this year. Selection meeting was held on 22nd April & letters are being sent out. Jennifer has reviewed the documentation to ensure that all athletes/parents are clear as to the commitment they are making (including financial) when they sign to accept their place on the Team.

Tim has proposed to ASMC that Mike spends approx 20 days attending major events and visiting member clubs to help athletes and coaches see the England Team as a target and to help develop club coaches. This would be funded out of the new SE grant.

n) Snoasis

Barry & Tim had a very positive meeting with Snoasis last month to discuss a potential partnership. Snoasis seem very keen to work with us. A draft list of proposals was agreed as the basis for further discussions with Snoasis.

o) Development Officers

The Board agreed that the jobs should be advertised now. Final appointments would be subject to the Sport England grant being confirmed.

TF

703 Strategic Review Working Group

Barry tabled a list of suggested issues to be covered in the review. It was agreed that this should be developed into a presentation and consultation to be held as part of the AGM/Council meetings on 20th June. Ongoing consultation and feedback from Member Clubs, Regions & Council is an important part of the review.

TF/BS

Plans need to take account of changing conditions – such as the current economic climate, loss of cheap flights to Europe, availability of indoor snow facilities, challenges to UK Snowsports.

SSE's current Development Plan runs to 2010, so the new Strategic Plan needs to be completed during 2010.

Further presentations/consultations should be held at events later in the year

Finance and Admin**a). Finance Report and Management Accounts to March 2009**

Accounts to the end of March show a positive variance on budget of £14k, with nearly all sections ahead of budget.

b) Finance Meeting – 20th April – minutes to follow

The Board agreed/approved the following:

- Jennifer is to chair the Finance Committee with immediate effect. Clive will attend the next finance meeting to complete the handover.
- an accounting policy for the recognition of squad training camp revenue and costs – presented as appendix 1 of the Finance report.
- to write off all current non-recoverable debts, retaining only those which have a reasonable prospect of recovery.
- to amend SSE regulations to allow suspension of an athlete's start licence if a debt relating to the athlete remains unpaid.
- An athlete's start licence will not be renewed until all outstanding debts relating to the athlete have been paid, or the athlete has reached a payment agreement with SSE.
- outstanding debts should be pursued through the Small Claims Court where legal advice suggests that this is appropriate.
- the full coaching fee to be paid on acceptance of an Alpine Team selection offer - £1400 this year.
- A deposit of up to 50% to be paid at time of booking place on camps. The balance must be paid as required, but in all cases before the start of each camp.
- All payments for coaching fees and deposits/balances for camps, equipment, clothing etc to be non-refundable. Jennifer has redrafted the selection letters to make these terms very clear and to required signed acceptance of these terms.

The following amendments to the 2009 budget were agreed in principle by the Board:

- Re-align Alpine Squad Christmas Camp budget to reflect policy just approved.
- Reduce HO Bank interest to reflect current interest rates.
- Add £13k coaching grant (£10k for research and £3k for tutor training) and equivalent expenditure.

Detailed figures to follow. Further budget reviews will follow quarterly.

Review of the Coaching budget to be deferred to the next quarterly review.

c) 2008 audit

Audit almost complete.

It was agreed that the final audited accounts be circulated to Directors for approval by e-mail.

The Auditor has written expressing concern regarding the control of income & expenditure within the Freestyle discipline.

As previously agreed by Tim with Martin Carr, all Freestyle activity income (event entry fees etc) will be paid into and all expenses paid out from SSE office. SSE needs to be able to identify the individual payers of all entry fees. A float may be provided to Martin to pay for event facility hire in cash on condition that proper VAT receipts are submitted to the office to cover the expenditure.

d) AGM

Annual report almost complete.

Agreed to buy 10 silver pin badges. Some to be presented at the AGM and coaching Conference.

TF

Tim to draft criteria for determining future recipients. Suggestions: – honouring long term commitment (say 25 years service) to SSE, or for special achievement awarded at Chairman's discretion.

705

Key Committees

- a) Alpine – minutes of meeting held on 28th March were received. It was noted that the Alpine committee will make a decision in August on the category of FIS race to be adopted for the 2010 Alpine Championships.
- b) ROTP – minutes of meeting held on 30th November were received – no comment
- c) Freestyle – minutes of meeting held on 6th April were received – no comment
- d) Schools & Youth meeting last week.

Nigel reported that the Outdoor Education Advisory Panel are seeking clear guidance from SSE which will enable them to make the wearing of helmets compulsory for all school snowsports activities. SSE's current guidance is contained in a 2006 leaflet "Snowsport England Safety & Protective Equipment Guidance"

Nigel has circulated a revised draft of the leaflet for comment and is awaiting responses.

It was suggested that SSE no longer provide its own guidance re wearing of helmets, but direct everyone to the FIS Press Release issued in Feb 2006 – "FIS strongly recommends the use of helmets for all alpine skiers and snowboarders regardless of skiing ability and age". This is based on new medical evidence by the American Medical Association. Peter H to send Nigel & Tim a copy of the Press Release and supporting AMA report.

PH

706

Snowsport GB

Formal notice has been received of the AGM and Congress to be held on 17th May at BA offices, Heathrow. No sign of the accounts yet.

The Board considered a consultation paper from the Chairman of the SSGB Nordic Executive seeking to promote and develop competitive cross country skiing within the UK.

SSE has only 16 registered nordic performers, none of whom are Juniors. Our current focus is on participation rather than performance.

Karen volunteered to liaise with the SSE Nordic Committee to see where the Board can provide support.

KR

Ralph White has led the development of the Nordic elements of the UK Snowsports coaching scheme, but is awaiting input from Snowsport Scotland for the performance elements. Tim to liaise with Ralph to help move this forward.

TF

707 **AOB**

Items covered above.

708 **Next Meetings**

Telephone Conference – Monday 15th June at 7.30pm

AGM and Council – Saturday 20th June – Halesowen

There being no further business, the meeting ended at 1605

POST MEETING NOTE:

An additional telephone conference was arranged for Tuesday 26th May at 7.30pm