

SNOWSPORT ENGLAND



Alpine Strategy and Planning Committee Meeting 10:00 Sunday 25 October 2015 Sportpark, Loughborough

Present:

Bryan Thomas - Chair (BT)
Lloyd Jenkins – Deputy Chair (LJ)
Alan Bullock (AB)
Mary Calvert (MC)
Elly Cockcroft (EC)
David Manns (DM)

1. Apologies:

Alison Eyre (AE)
Peter Heath (PH)
Paul Telling (PT)

2. Introduction

BT opened this formative meeting and gave an overview of the background and reasoning for the setting up of the two new Alpine Committees (Strategy & Planning and Events) following a detailed review of the old Alpine Race Committee (ARC) by the board.

ASPC and AEC committees each have clearly defined roles and responsibilities to drive forward Alpine skiing in all its facets.

Snowsport England's Key Objectives of Increased Participation, Grow Membership and Develop Talent were the key factors in producing the Alpine Mission Statement which was presented, discussed, agreed and accepted by all those present. (See Appendix 1)

Minutes of the last old ARC meeting dated 1st August 2015 were taken as read and all actions from the previous committees have been closed off.

2. Key Areas of Activity

LJ presented the statement of the key areas of activity and responsibility as divided between the two new committees and in discussions said this allocation would be kept under review. In a number of areas both committees had a joint responsibility and we would anticipate two or three small working groups in the Events Committee on areas such as the events calendar and regional review. (See Appendix 2).

The Bormio Mgt. Committee for the Alpine Champs is made up of Andrea Grant (AG), DM and Tim Fawke (TF). These championships have the largest entry of all SSE events. The budget is approximately £50,000 and makes a small surplus. Some sponsorship has already been achieved for 2016 but the challenge is to significantly increase this for 2017 and beyond.

It will be important to work with the Squad Management Committee in setting policies for the development of talent pathways. Also important is working with the Events Committee to set policies which ensure there is a clear progression of events from club level through to National Championships.

LJ is the link between this committee and British Ski and Snowboard (BSS). He sits on the Alpine, Speed and Telemark (AST) committee of BSS and on the Alpine Business Group (ABG) – a sub

group of AST. He also noted that, in the future, it might be appropriate to have a Telemark representative on this SSE Committee.

DM is the link to the British Technical Delegates' (TD) Forum which meets twice a year. Any requests by Snowsport England for rule changes etc are forwarded to the TD forum via the Alpine Strategy and Planning Committee.

3. Terms of Reference/Roles

All those present agreed with the committee's Terms of Reference and with their defined roles and responsibilities. (See Appendix 3). All committee members need to sign up to the SSE Code of Conduct.

LJ/BT stressed at this point that all committee members must not discuss or disclose the content and decisions of their committee to third parties until such time as the draft minutes are circulated. This is particularly important following ARC/ROTP history and sensitivity and the need now to move forward with a united front.

Action: MC to circulate Code of Conduct to all members for signing

4. Review of 2015 Season

A working group of AB, LJ and DM was set up to carry out a review of the 2015 race season for circulation to the committee. The group would specifically look at the range of events on the calendar and their scheduling within the season. This review would then be presented to the Board for their meeting on 17 November.

Participation data for events at all levels would be needed to undertake this. Ideally, this should include information of age groups. DM would provide data from national events, MC would forward regional data from the Snowsport South Summer Series and BT would "seek" data from ESSKIA's events.

Action: DM to provide race data from 2015 National events

MC to provide regional data from Snowsport South events

BT to "seek" data from ESSKIA events

AB, LJ, DM to prepare 2015 race season report for this committee and SSE Board

5. Calendar 2017

The 2016 race calendar is almost finalised and once the review of the 2015 race season is available, a complete review of the events calendar for 2017 will be commenced. This will look at all types of races, locations and responsibilities and seek a consensus on decisions being considered from members. AB will lead on this.

Action: Agenda item for next meeting – 2017 calendar

6. Financial Update

PH had provided a financial statement to 30th Sept 2015 which indicated that the budget should be achieved with a small surplus. BT and TF will look at significant overspends on race equipment, slope/facility hire and awards and trophies.

It is important for the organisation to gain significant sponsorship for the future. The Board (in association with "b focused" funded by Sport England) are looking into putting together a package for prospective sponsors. This should be complete by the end of January 2016.

BT and LJ will go through the 2016 budget and circulate a report to the committee. It is likely there will need to be an increase in race entry fees.

Action: BT and LJ to review 2016 budget and feedback to the committee

7. Officials' Training

It is recognised that additional officials need to be trained to enable the current race calendar to be run. There were discussions on ways in which potential officials could be encouraged to attend courses and start officiating. It was suggested that a bid to host a Club National event should require

that the Level 2 officials who would be running the event were named. It was also suggested and agreed that Level 2 courses should be scheduled in November every year. Some sort of recognition of these volunteers would be beneficial.

Action: AB to produce a proposal for recruitment of officials and circulate it for the next meeting

A 2 day Level 2 officials course is being held in Aldershot at the end of November. Half day level 1 courses have been held in the regions. For the future, the SSE office should be keeping a register of all level 1 and Level 2 officials.

8. TD Forum

LJ asked DM if the number of results to count per venue for seeding purposes could be reviewed – especially for indoor snow events in light of the small number of venues available. DM confirmed that there were no such restrictions on snow. He felt that the fairest solution would be to remove the restriction from both indoor and outdoor artificial surfaces and agreed to take the appropriately worded proposal to the TD Forum meeting for ratification.

**Action: LJ to send DM a report for tabling at the TD forum in November and copy it to the committee
DM to table proposal at TD Forum meeting and report back to the committee**

9. Review of Regional Structure

The current regional structure is under review by SSE. This review will be discussed at the Regional Chairs' meeting on 21st November. LJ will ask the Events Committee to organise a working group of the Regional Reps (Paul Lawrence-to lead and Steve Lambert) together with Dermot Flahive and Mike Frith to look at the regional structure and review it from the alpine racing perspective.

Action: LJ to ask Events committee to form working group on regional structure from a racing perspective

10. Artificial Slope Squad

The Squad Management Committee is reviewing the England artificial slope squad and has been in discussion with LJ. Both the objectives of the squad and the selection criteria are being considered. LJ will circulate details of the Squad Management Committee's proposals together with the 2014 selection criteria for comments. In discussion with the Squad Management Committee, a proposal will then be put to the SSE Board. Once a policy is agreed, it will be circulated via an alpine bulletin. The squad will be coordinated by the Squad Management Committee.

**Action: LJ to circulate documentation on the Artificial Slope Squad for comments
LJ (with the Squad Management Committee) to put an Artificial Squad proposal to the Board**

11. Annual Committee Plan/Calendar

A draft of this is appended (See Appendix 4). LJ should be notified of any amendments, comments or omissions.

Action: All to review the draft annual plan

It is proposed that the committee has 4 face-to-face meetings per year with interim conference calls on specific items and action updating as appropriate.

12. AOB

12.1 LJ reported that the current GB Development Squad document on the BSS website is being reviewed. Selection criteria may be changed based on the BASS seed points.

12.2 BT reported that he and Jeremy Eaton would be meeting with ESSKIA (Mark Vernon) and the Youth Development Committee to look at ways of working together more closely.

The date of the next meeting is Sunday 6 December 2015 at 10:00 at Sportpark.

Actions

Action	Assigned to	Due date
3. Circulate Code of Conduct	MC	Next Meeting
4. Provide race data from 2015 National events	DM	Early Nov
4. Provide regional data from Snowsport South events	MC	Post meeting
4. Provide data from ESSKIA events	BT	As soon as received
4. Prepare 2015 race season report for committee and SSE Board	LJ, DM, AB	17 Nov
5. 2017 Calendar Planning Proposal	AB	Next Meeting
6. Review 2016 budget and feedback to the committee	BT, LJ	Next meeting
7. Produce a proposal for recruitment of officials and circulate it to the committee for the next meeting	AB	Next meeting
8. Send DM a report for tabling at the TD forum in November and copy it to the committee	LJ	11 Nov
8. Table proposal at TD Forum meeting and report back to the committee	DM	15 Nov
9. Ask the Events committee to form a working group on regional structure from a racing perspective	LJ	Next Meeting
10. Circulate documentation on the Artificial Slope squad for comments	LJ	Early Nov
10. Put an Artificial Squad proposal to the Board	LJ together with the Squad Management committee	Before Next meeting
11 Review the annual plan/calendar	All	Next meeting

Appendix 1

SSE key strategic areas

Increase participation	Provide a pathway and access to increasing and maintaining participation in snowsports
Grow members and offering	Provide a high quality service and benefits to members, coaching schemes, regions and affiliated clubs
Identify and develop talent	Promote participants in all disciplines to optimise their potential and be a feeder for GB performance structure

Draft mission statement of objectives for both committees (to be discussed at first meetings)

“To promote, support and develop Alpine skiing at all levels of ability, on all surfaces, promoting access to clubs and their associated facilities backed-up with clarity and education of the rules and regulations, coaching, instructor and officials training, suitable calendar of events and competitions, and to provide a pathway for talented skiers to progress through to GB performance levels.”

Appendix 2

Key Area	Strategy & Planning	Events	Other
Strategy	✓		
Participation	✓	✓	
Talent development and pathway	✓		
Squad selection, snow and dry	✓ (Policy)		Squad Mgt Committee
Events calendar, including all events, regional, ESSKIA, schools, etc	✓ (Policy)	✓	
Types of events, GB series, CN series, English champs, lowland, inter regional, inter club , BASS events etc. re. 2017	✓	✓	
Events 2015, analyse by event and venue	✓		
Alpine champs, Bormio		✓	Bormio Mgt Committee
BSS links, AST and ABG and liaison	✓		
TD forum links, race manual and coordinate iBarts, oBarts and BASS seeding lists	✓		
Training of coaches, instructors & officials Calendar of training courses	✓		
Communications, both committees	✓	✓	
Volunteers, parents, greater awareness and involvement		✓	
Regions and clubs, integrate into programmes, more guidance etc. Where do they fit in?		✓	
Website landing page, develop	✓	✓ (Lead)	
Marketing, image and events promotion		✓	
Review regional structure	✓	✓	
Finance review and 2016 budget	✓ (Lead)	✓	
Equipment	✓	✓ (Lead)	

Appendix 3

ALPINE STRATEGY AND PLANNING COMMITTEE

Outline Terms of Reference

- To develop and support the SSE Strategy for Alpine disciplines
- To provide and develop technical support for Alpine racing
- To set and manage the SSE Alpine budget
- To develop participation in these events
- To develop a clear pathway for athletes to progress from grass roots to BSS
- All members must be signed up to the SSE Code of Conduct

Roles and Responsibilities for the Alpine Strategy and Planning Committee

Chairman	Bryan Thomas (Lloyd Jenkins to replace within 6-9 months and act as bridge across both Alpine Committees)	<ul style="list-style-type: none"> • To chair the meetings – meetings to be held 10-15 days prior to SSE Board meetings • To act as the SSE link to BSS • To report on the Talent Pathway and the Alpine Speed and Telemark committee • To attend Board meetings as required by the Board • To develop strategy for all SSE race events to ensure we move forward and deliver what is needed
Secretary	Mary Calvert	<ul style="list-style-type: none"> • To formulate and circulate an Agenda prior to each meeting • To ensure that all meetings are minuted • To ensure that minutes are approved by the committee and sent to the SSE board within 21 days of the meeting • To ensure that close communication is maintained with the Alpine Events Committee
Finance	Peter Heath (Alison Eyre also to contribute as a new Board Director)	<ul style="list-style-type: none"> • To assist with the preparation of the Alpine budgets for approval by the SSE board (by the end of October each year) • To monitor the approval and control of income and expenditure • To prepare management reports on income and expenditure for the Alpine Committees
Technical	David Manns	<ul style="list-style-type: none"> • To communicate and work with the TD forum • To publish and ensure that the Race Manual is updated for use by those involved in race organisation, in conjunction with TD Forum • To coordinate the iBarts, oBarts and BASS seeding lists
Calendar structure Officials Training	Alan Bullock	<ul style="list-style-type: none"> • To lead on calendar structure • To administer the training and registration of race officials to ensure continuity of a supply of volunteers • To develop training resources accordingly
Coaching	Paul Telling	<ul style="list-style-type: none"> • To liaise with the Coaching Committee (and coaches) ensuring they are included in decision making feedback when required • To maintain the course setters policy and training • To review submissions from coaches for inclusion on the course setters list
Board Representative	Elly Cockroft	<ul style="list-style-type: none"> • Reporting to the board • All meeting to be 10 -15 days before SSE Board and report added to agenda

Support required from SSE Office

- Communications support
- It is hoped that in due course the routine management reporting of the accounts using SAGE can be transferred to the SSE office.
- Administration support for management of training records, database management and course setters list

It is suggested that the coaching post may not need to be full-time and the incumbent could be invited to attend meetings as needed

Appendix 4

Alpine Strategy Committee Annual Agenda Calendar

March		July		September		December	
<p>Governance</p> <ul style="list-style-type: none"> Update from Board Update from Events <p>Race Calendar</p> <ul style="list-style-type: none"> Winter calendar applications discussed and agreed Confirm publication Any updates <p>Finance report</p> <ul style="list-style-type: none"> Progress against budget Circulation of budget info Alpine Champs initial budget <p>BSS – AST report</p> <p>Officials training level 1 & 2 courses/ rewards / licence</p>		<p>Governance</p> <ul style="list-style-type: none"> Update from Board Update from Events <p>Finance Report</p> <p>Alpine Champs</p> <ul style="list-style-type: none"> Outline budget for next season Finalisation of recent budget and accounts <p>Race calendar</p> <ul style="list-style-type: none"> any updates for current season plans summer for next season Promotion of summer events <p>BSS – AST report</p>		<p>Governance</p> <ul style="list-style-type: none"> Update from Board Update from Events <p>Finance Report</p> <ul style="list-style-type: none"> Finalised budget for Alpine Champs Draft budget for next year complete for board comment (some elements will not be finalised) <p>Communication</p> <ul style="list-style-type: none"> Provide info for SSE annual review <p>Race Calendar</p> <ul style="list-style-type: none"> Agree structure to work to for next year's race calendar and communicate to all stakeholders <p>BSS – AST report</p>		<p>Governance</p> <ul style="list-style-type: none"> Update from Board Update from Events Agree meetings dates for next year Review roles and committee members Agree annual plan for next year <p>Finance</p> <ul style="list-style-type: none"> Finalise budget submission to SSE board Report on current year's finances <p>Race Calendar</p> <ul style="list-style-type: none"> Confirm race calendar structure/rules for next summer winter calendar plans for a year's time <p>BSS – AST report</p> <p>Official courses – Dates for course in 2016 agreed & published</p>	
Board requirements and board dates							
Jan	March		June	September		November	
			Draft budget / plan for alpine champs			Agree budgets for following year Set out annual plan for following year	