

ENGLISH SKI COUNCIL LTD

(t/a SNOWSPORT ENGLAND)

Minutes of a Board Meeting held on Wednesday 29th October 2008 at 7pm
by conference call

Present: Barry Spouge Chairman
 David Hart Director
 Nigel Matthews Director
 Dave Richardson Director

 Tim Fawke Chief Executive
 Peter Heath Company Secretary

Apologies: Peter Stratton

662 Minutes

The minutes of the meeting held on 13th September 2008* were confirmed as a true and accurate record thereof and will be signed by the Chairman at the next meeting.

663 Matters Arising – not on agenda

None

664 CEO's Report

a) Sport England Bid

Final application now submitted – a few amendments from the copy circulated, but not significant. Decision expected in December. Board members need to sign up to the detail, as we will be committed to delivering its objectives if the application is successful. Thanks to Tim for all his work in preparing the documentation.

b) Assurance Process

Various policy documents need to be approved & reviewed annually. Five new documents for approval now:

- i. Governance & Corporate Management Assurance Action Plan
- ii. Risk Register
- iii. Three year rolling Financial Forecast
- iv. Financial Procedures Manual

Agreed all to review documents and pass any comments/amendments to Tim within the next week. Subject to comments received, these documents are approved.

v. CEO Job Description

Barry to review within next few days.

c) Insurance

The Board reviewed the Towergate proposal and Perkins Slade's response to their views regarding the cover provided by Insuresport Mutual Ltd. In view of the current market conditions, Insuresport may recommend that we go fully insured with Royal & Sun Alliance next year (still through Perkins Slade) – no increase in premium. The Board agreed to remain with Perkins Slade.

d) UK Coaching Awards

Tutor packs going out next month.

Slight delay due to need to resolve issues raised by some Scottish slopes.

2009 Course Calendar has been published – further courses to be added – details to go in the next issue of The Piste - preferably as an insert to keep.

Various issues with the online registration system including:

Still unable to upload photos – required for first time registration and licences.

Some users are not receiving their passwords and online invoice/receipt – possibly due to ISP spam filters.

Interfuse are very slow at responding and resolving issues. Some of these are now having a knock-on effect on the office staff and our service to the membership. Tim to speak to Chris in Australia

e) Staffing.

Extra hours being worked to cope with registration & CRB backlog. Staff appraisals in progress. Jenny has just completed 20 years' service – small office celebration. Photo to go in The Piste

f) Finance Director

The advert in The Piste has produced two volunteers, both of whom appear to be well qualified for the job. Tim & Clive to agree on one to be invited to next Board meeting as a guest.

g) Newsletter

Two newsletters issued recently using the iContact e-mail marketing service. Some recipients had difficulty opening them. A professionally designed standard template is required to help make it more attractive to readers. Tim & Dave R to make enquiries.

h) Clubmark/Snowmark

Seven clubs now working towards the award.

i) Database

Main database now working fairly well. Tim to chase the offline/backup option.

j) TASS

Core awards now reduced from 37 last year to 25 – covering all snowsports and Home Nations – with the result that most of the England A and B Teams are no longer receiving an award. TASS are now working only through Duncan Freshwater at SSGB, which has made it difficult to present to TASS the case for English Team athletes.

There is continuing concern that we are not still seeing much output for the duties of the National Alpine Pathway Manager laid down in his Job Description as a condition of the De Haan Trust funding. This to be raised at the SSGB Congress in November.

Concern was also expressed that the TASS funding is being concentrated on those following the Loughborough course and is no longer available for those who are continuing in full-time further education. More transparency is required on the selection criteria – by both SSGB and TASS.

k) Bingo Lotto

To be re-launched in February 2009. Tickets will be available for sale in Tesco stores – hopefully generating much greater overall income. The allocation of profits to Governing Bodies will be in proportion to their size, rather than split equally between the participating GBs as last year.

l) Wristband Scheme for the Alpine Championships in Bormio.

Hype Events have submitted a proposal for giving racers and spectators discounted access to a number of on and off hill events etc by the purchase of a wristband. The Board supported the proposal in principle, but need more details and costings before making a final decision. As the race bulletin is already published and some entries have been received, it is too late to consider including the cost in the race entry fee. Tim to contact Gill Hall & Kev Webb – try to get info in time for the November Board meeting

m) EMSA Letter

Following the matting change at Swadlincote, Arrows Ski Club met at other slopes for race training. However, most of the members have since transferred to other clubs, and Arrows has now disbanded. This being the only club actively supporting and running EMSA over many years, EMSA has also decided to disband. EMSA will provide two perpetual trophies to be given to Skiers with Special Needs, and transfer the balance of their funds to SSE in accordance with their constitution.

One suggestion received is for West and East Midlands to be covered by a single Midlands Regional Association. If agreed by the membership, this would require a change to the Articles.

665 Strategic Matters

a) Future of the Coaching Committee

The Committee met in September (minutes to follow). Members think that the Committee should continue to exist, but primarily in a coordination role across all disciplines, encouraging cross discipline activity and overseeing the alignment process in the new Coaching Scheme. They recommend that membership should comprise a technical expert from each discipline invited by the Chairman: Adaptive, Nordic, Coaching Technical, Alpine Racing, Freestyle, Schools & Youth, Coaches Rep, Coaching Scheme Rep, plus Chief Exec and Chairman. The relevant people have been informed. Meetings to be held as required, all face-to-face.

First meeting of the new Committee proposed for 30th November – venue to be confirmed. The Board accepted that there is still a role for a Coaching Committee, but it needs to find & propose its own role under the new UK Coaching Scheme.

Nigel to provide an article on the Coaching Conference for The Piste. Need to promote annual attendance at the Conference by the use of interesting content & speakers, rather than triennial attendance just to revalidate.

b) Future Role of Council

Barry to discuss ideas with Tim for future consideration – possibly reducing to one meeting a year after the AGM. As agreed at the last meeting, a letter is to be sent to the Regional Chairmen & Council members advising that the next meeting will be held after the AGM next May and will include a discussion on the alternatives. Tim to send a draft letter to Barry for approval. If sufficient Council members want an earlier meeting, with specific items for discussion, an earlier meeting can be arranged.

c) Sponsorship and Marketing

Peter's report was tabled.

Inghams are unable to commit to sponsoring the 2009 Grand Prix Series due to the effect of the current international financial position on their overall marketing budgets. They wish to maintain contact with us in case the situation changes and hope to be able to resume their sponsorship in 2010. This year was a steep learning curve for us both and there may be other ways of working together in the meantime. Some of their resort partners were overwhelmed by the number of people at the events and the high level of competition.

Peter & Barry are looking at other possibilities – talking direct to various tourist boards at the World Travel Market next month.

Once an acceptable accreditation scheme is in place (perhaps a version of Snowmark), sponsorship deals with some of the ski academies may be mutually beneficial.

Dave R has approached a number of minibus manufacturers seeking a deal for the proposed Alpine Team minibus. Awaiting their responses.

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Finance and Admin

a). Management Accounts to September 2008

Full management accounts were considered. Clive had apologised for the lack of a Financial Report, but there were no major changes from his previous report.

The reported surplus on the Alpine Squad is now significantly reduced following the receipt of a clothing invoice – for which athlete contributions have already been received and reported.

b) Finance Committee

The minutes of the September telephone meeting were received. Since then, the disciplines have submitted their budgets and Clive has worked with Sara to prepare the first draft of the 2009 budget for their next meeting on Monday. He has also sorted out the stock control system with Sara.

c). Financial Control

Bank Accounts.

In view of the current financial situation, it was agreed that we aim to keep no more than £50k in any one bank. Part of the money in Standard Life to be moved. Barry to research suitable alternatives. Clive advises that we stick to deposit accounts in the major high street banks and avoid any stock market investment options.

Tim to bring mandate forms to the next meeting to update the authorised signatories as agreed at the last meeting.

Freestyle Accounting

Tim has spoken to Stewart about directing the freestyle online payments to our HSBC online account alongside the alpine race entry and registration income. Aiming to organise this in time for next year's events.

d). ESC Skiers Foundation Trust

Stewart Smith has accepted the Board's invitation to be Chairman of the Trust. Barry has advised the other Trustees. Stewart will collect the files from the previous Chairman in the near future.

667 Key Committees

a) Alpine. Options for STP. Revised proposals to be tabled at the next meeting. No changes agreed to date.

b) Schools & Youth. Martin has prepared a list of proposed Committee members – Nigel to provide these for the next meeting. Tim or Nigel will try to attend future meetings.

668 Snowsport GB

Barry gave an update following his meeting with Oliver Jones. New financial control procedures are now in place and regular reports will be provided to the Member Groups. There will be a further report at the November Congress.

669 AOB

Recognition of Older Members. The Board agreed on the 14mm Sterling Silver design as recommended by Dave R from a number of options. A small quantity to be purchased.

Details of any presentations should be included in The Piste. Deadline for the next issue is 5th November.

670 Next Meeting

Saturday 29th November at Hotel Ibis, Crick – starting at 1000. NOTE earlier time.

There being no further business, the meeting ended at 2130