

**Agenda for a virtual meeting of the
 Member Development Committee (MDC)
 on Tuesday 5 May 2020 at 12:00 noon
 by Microsoft Teams**

Supporting papers are issued with the agenda where available; others will be added to the meeting's SharePoint folder as they become available, with the intention of completing the full set by at latest the Friday before the meeting.

| Item nr | Business | Lead | Pre-read paper |
|---------|---|-------------------------------------|----------------|
| 1 | Apologies for absence | - | - |
| 2 | Declaration of any conflicts of interest | - | - |
| 3 | Minutes (circulated) of the meeting held on Tuesday 10 March 2020 | Chair | - |
| 4 | Matters arising not covered elsewhere on the agenda | Chair | - |
| 5 | Skills coaching roadshow programme for the remainder of 2020 | Chair | - |
| 6 | Report from Coaching Roadshows Review Working Group | Mary Barratt | - |
| 7 | Report from Coaching Structure Working Group (CSWG) | Martin Soulsby | CSWG paper |
| 8 | Report from the Equality, Diversity and Inclusivity Working Group 8.1 Update from Mary Barratt, Working Group Chair 8.2 Update on <i>uncover your potential</i> weekend and the female-led instructor course at Langar in October, by Kate Lindsley and the COO | Mary Barratt Kate Lindsley & COO | - |
| 9 | Report from the Member Journey Working Group including [Referred from the former Communications Committee] Possible development of a membership app ('My British Skydiving' or 'Skydive the App' - Communications Manager to report orally See Appendix for other objectives from the Strategic Plan 2018-22 | Chair | - |

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|---------|---|-------|------------------------------------|
| 10 | <p>Communications to members and beyond</p> <p>10.1 Skydive the Mag - Council had decided that the June issue will be published to the normal schedule and posted to full members in good standing</p> <p>Draft Council min 53.6 of its meeting on Saturday 18 April 2020 reads:</p> <p>53.6 [Report] From the Editor - Skydive the Mag COUNCIL AGREED to publish the June 2020 issue of Skydive the Mag to its normal schedule. It would be 64pp compared with the normal 84pp because less advertising space had been booked. The issue would be saddle-stitched (stapled) instead of perfect bound to save on production costs, which fell to our production house Warners. As usual, the June issue would be posted only to full members who had renewed and were in good standing (current) at the time the mailing list was drawn from the membership database during May. Proposed by Adrian Bond, seconded by Tash Higman, and carried unanimously.</p> <p>10.2 Digital communications - oral reports from the Communications Manager</p> | Chair | 10.1 - April Mag production report |
| 11 | <p>Any other business</p> <p>to be notified to the Secretary by no later than noon on Friday 6 March</p> | Chair | - |
| 12 | <p>Dates of next meeting</p> <p>Tuesdays at noon: 4 August & 20 October.</p> | - | - |

Appendix

British Skydiving Strategic Plan 2018-22 > 2019 deliverables > Member Development (as at April 2020)

| Deliverable | Progress | Status Red/ Amber/ Green |
|--|---|-----------------------------------|
| Strategic Objective 1 - Engage with communities of our members and our other stakeholders, and beyond with the media and the wider public | | |
| Dev 1.1 Determine performance and participation metrics | Encouraging diversity and inclusivity in the sport | A |
| Dev 1.2 Produce stakeholder relationship map, comms plan and policies, membership survey and trial specialist group newsletter | Communications Committee taking lead but may require input from other committees, especially those that support Specialist Groups as the Development Committee supports the Drop Zone Operators' Specialist Group | A |
| Strategic Objective 2 - Strengthen British Skydiving better to serve and support our members | | |
| Dev 2.1 Explore how British Skydiving might increase support for its Affiliated PTOs - and whether they want this | Consult DZOs. DZOs most immediate requirement is for online membership - new PIMS system due to go live late 2019 | G |
| Strategic Objective 3 - Enhance perceptions of British Skydiving to inspire the passion of our members and encourage take-up of our sport | | |
| Dev 3.1 Introduce a new membership database that is fit for purpose to support British Skydiving members' and British Skydiving's business needs | PIMS go live late 2019 (update: go live of member portal now Feb 2020) | G |
| Strategic Objective 4 - Assure the financial sustainability of British Skydiving to 2022 and beyond | | |
| Dev 4.1 Better understand the membership journey and key influencing points/agents. | Not yet started. Input likely to be needed from new Member Development Committee from 2020 | A |
| Dev 4.2 Better understand factors affecting membership growth/decline | Not yet started. Input likely to be needed from new Member Development Committee. See 4.1 above. | A |
| Strategic objective 5 - Represent British Skydiving by influencing on behalf of our members and other stakeholders | | |
| Dev 5.1 Develop the suite of specialist advisers to the Association | Remind Council of need for an equality champion on Council. Recommend to Council appointment of an Equality Adviser to the Association. | G |