



Updated (v5) agenda for a meeting of Council
on Tuesday 11 June 2019 at 18:00
at BPA HQ, 5 Wharf Way, Glen Parva
Leicester LE2 9TF

Item nr	Business	Lead	Pre-read paper
1	Apologies for absence Jeff Montgomery (co-optee) and John Hitchen (a Vice President) - both away delivering an instructor course. Yassi Molazadeh	-	-
2	Conflicts of interest Nick Bunting has given notice of his intention to raise a motion of no confidence in the Chair of the Board. 2.1 Definition of ‘connected persons’ and ‘personal interest’ 2.2 Declaration of any conflicts of interest	Chair	2 - Paper by Georgie Vacher: conflicts of interest of the Chair 2 - Response from the Chair to Georgie Vacher’s paper 2 - Letter from Yassi Molazadeh 2 - Paper from Nick Bunting, ‘Conflict of interest - a guide for BPA’
3	Minutes To consider for approval the minutes of the meeting held on Tuesday 30 April (second draft circulated)	Chair	Minutes
4	Matters arising from the minutes not covered elsewhere on the agenda 4.1 Min 23.1, Strategic Plan - addition of performance and participation metrics for the Competitions Committee - Sam Lee 4.2 Min 23.2, Draft whistleblowing procedure - Update from working party: Yassi Molazadeh, Tash Higman and Sue Stanhope 4.3 Min 23.5, Sport England quality assurance pack - COO & Secretary 4.4 Min 23.6, British Indoor Skydiving Association - correspondence 4.5 Min 23.7, The Queen’s Cup 2019 - Communications Manager	Chair	Minutes 4.1 - Paper in Comps Cttee folder 4.3 - Quote for governance assurance review 4.4 - BISA Goals, May 2019

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	<p>4.6 Min 31.1.4, Scheduling of issue of Injury reports resumé to STC - Chair STC</p> <p>4.7 Min 31.2.1.1, Pride on social media - Communications Manager</p> <p>4.8 Min 31.2.2.2, Duty of care to competitors - skills and competence of international competitors - Competitions Committee</p> <p>4.9 Any other matters arising not listed above.</p>		
5	<p>Finance & compliance</p> <p>5.1 Management accounts & membership statistics to end May</p> <p>5.2 Budgeting policy - Treasurer</p> <p>5.3 Proposed zero-based Committee budgets 2019-20 Drafts are being considered by the Committees that meet on the afternoon of the Council meeting.</p> <p>5.4 Investment policy - Treasurer</p> <p>5.5 Business and financial risk register update - Tash Higman</p> <p>5.6 Data assurance action plan - Secretary</p> <p>5.7 <i>In camera</i> Oral report from the Employment Committee, including recommendation on staff pay etc from start of new FY on 1 July</p> <p>5.8 Any other finance and compliance matters.</p>	Chair	<p>5.1 - Mgt accounts and m'ship stats</p> <p>5.3 - Proposed zero-based Committee budgets 2019/20</p> <p>5.4 - Draft Investment guidelines</p> <p>5.5 - Business & financial risk register update</p> <p>5.6 - Data assurance action plan</p>
6	<p>BPA sponsorship criteria</p> <p>To consider a paper from the Competitions Committee in response to Council minute 26.1 - 1 (Apr):</p> <p>Min 26.1 - 1 Sponsorship criteria as currently used by the Competitions Committee should be fully documented and explained, and any proposed future variations should be documented along with options considered and the intended consequences of the proposals for approval by Council before implementation.</p>	Chair	<p>Paper from the Competitions Committee - draft is in Competitions Committee meetings folder (accessible to Council) as the paper first needs consideration by that Committee on 11 June.</p>
7	<p>Inclusivity</p> <p>7.1 Draft Equality and Diversity Policy - prepared by Yassi Molazadeh, Tash Higman and Sue Stanhope</p> <p>7.2 To consider a paper from the Development Committee in response to Council minutes 16 (Feb) - and 26.1 - 2 (Apr)</p> <p>Min 16 - COUNCIL AGREED UNANIMOUSLY to task the Development Committee to consider, and recommend to Council, means by which to encourage female participation in the sport. Seconded by Tash Higman. Nick Bunting then proposed, Tash Higman seconded, and Council unanimously agreed, that this should be extended to encourage participation and retention in the sport by people of all protected characteristics.</p> <p style="text-align: center;"><u>Refer to the Development Committee</u></p> <p style="text-align: right;"><i>.../continued</i></p>	Chair	<p>7.1 - Draft Equality and Diversity Policy</p> <p>7.2 - Paper from the Development Committee</p>

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	<p>Min 21 - <u>COUNCIL AGREED</u> that the following items shall be reported to the next (June) meeting of Council. Supported by papers from the relevant Committees. (The Committee Chairs were reminded of the requirement to provide the papers for Council 10 days prior to the meeting.)</p> <p>2 Recommendations to address the issue of whether BPA should be funding female 4-way FS in the context of an inclusivity policy as per Minute 16/19 4.</p> <p style="text-align: right;"><u>Action: Development Committee</u></p>		
8	<p>Equality and competition event categories</p> <p>8.1 Representation by BPA to FAI/IPC. Minute 26.2 refers</p> <p>8.2 Representations to Council</p>		<p>8.1 Paper by John Smuth MVO, IPC Delegate</p> <p>8.2 - email of 30 May from Georgie Vacher</p> <p>8.2 'Bundle' circulated to April meeting.</p> <p>8.2 Letter from team NFTO circulated to last meeting.</p> <p>8.2 Letter from Chris Allen, Vice President</p> <p>8.2 Further representations received since last meeting.</p> <p>8.2 Letter from Chadwick Lawrence</p>
9	<p>Strategic plan 2019 deliverables - June update</p>	Chair	Strategic plan 2019 deliverables - June update
10	<p>Report on Royal Aero Club Chair, as BPA Delegate to RAeC</p>	Chair	-
11	<p>Updated template for Council and Committee papers From Tash Higman</p>	Chair	Updated draft template for papers
12	<p>Reports from Committees of Council</p> <p>12.1 To consider recommendations in minutes (previously circulated) of the Communications, Development, and Competitions Committee meetings held on Tuesday 30 April 2019, and an additional virtual meeting of the Development Committee on Friday 24 May 2019</p> <p>12.2 To consider any recommendations and approve any changes to the Operations Manual in minutes (to follow) of the STC meeting held on Thursday 30 May 2019</p> <p>12.3 To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications, (ii) Development and (iii) Competitions Committees</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p>	<p>12.1 Comms/Dvt/Comps mins - Apr 2019; Dvt mins - May 2019</p> <p>12.2 - STC minutes - May 2019 (to follow)</p>

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13	Any other business to be notified to the Secretary by no later than noon on Friday 7 June.	Chair	-
14	Dates of meetings for the rest of 2019 Tuesdays at 18:00 at BPA HQ: 6 August, 1 October & 26 November.	-	-