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**Agenda for a meeting of  
Council  
on Tuesday 21 February 2017 at 18:00  
at the BPA HQ, 5 Wharf Way, Glen Parva, Leicester LE2 9TF**

Please see meetings briefing note from the Chair (circulated)

- 1 Apologies for absence**
- 2 Declarations of interest**
  - 2.1 Register of directors' interests
  - 2.2 Declaration of interests for this meeting
- 3 Minutes**

To note that the minutes of the meetings on Tuesday 29 November 2016 and (2nd draft to follow) on Saturday 28 January 2017 (to follow).
- 4 Matters arising**
  - 4.1 Minute 82 - Board of Inquiry reports into sport parachuting accidents - data subject access rights
  - 4.2 Any other matters arising.
- 5 Finance**
  - 5.1 Management accounts and membership numbers update (circulated).
  - 5.2 Refurbishment costs (circulated)
  - 5.3 Drop Zone Defence Fund - consolidation of fund. Finance Manager to report.
  - 5.4 Any other finance matters.
- 6 Royal Aero Club**
  - 6.1 Report from John Smyth MVO (Delegate to 27 January) and Craig Poxon (Alternate Delegate to 27 January / Delegate from 28 January).
  - 6.2 RAeC Awards 2016 - RAeC Delegate to report on BPA-nominated Awardees. RAeC advise that the presentation ceremony for the 2016 Awards will take place at the RAF Club, Piccadilly, on Thursday 18 May 2017.
- 7 Disciplinary and grievance procedure**

Chair (Chair, disciplinary and grievance working party) to report. Working draft of updated procedures (to follow).
- 8 Safeguarding**

Draft safeguarding policies for **(a)** children (under 18s) and **(b)** adults (circulated). Letter from legal advisers Wright Hassall (to follow). COO and Secretary to report on the background.
- 9 Strategy - Pursue excellence; improve retention; refurbish premises**
  - 9.1 (i) Strategy day: Wednesday 22 February (tomorrow) at HQ to plan the next 5 year strategy including review of committees etc now Council has been re-constituted under the good governance in sport initiative.  
(ii) Next Director training day (for those who have not already attended) - awaiting date/s from the Sport & Recreation Alliance.
  - 9.2 Improve retention
  - 9.3 Refurbish premises - official re-opening was earlier today, marking completion.
- 10 Indoor skydiving**

Request from the Competitions Committee (circulated) for Council to provide direction to the Committee on their stance on indoor skydiving disciplines, whether to support administratively and/or financially.

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- 11 Annual Committee Action Plans, 1 July 2017 to 30 June 2018**  
Chair to remind the meeting that the aim is to finalise the Action Plan (Communications, Competitions and Development) at the next meeting of Council on 25 April.
- 12 Reports from the Committees of the Council**
- 12.1 To discuss points arising from the minutes (previously circulated) of the Communications Committee meeting held on Tuesday 29 November 2016. These minutes have already been approved, ratified and published electronically.
- 12.2 To discuss points arising from the minutes (previously circulated) of the Development Committee meeting held on Tuesday 29 November 2016. These minutes have already been approved, ratified and published electronically.
- 12.3 To discuss points arising from the minutes (previously circulated) of the Competitions Committee meeting held on Tuesday 29 November 2016. These minutes have already been approved, ratified and published electronically.
- 12.4 To discuss and ratify the draft minutes (to follow) of the STC meeting held on Thursday 2 February 2017.
- 12.5 Oral report by the Committee Chairs on this afternoon's meetings of Committees: (i) Communications, (ii) Development, and (iii) Competitions.
- 13 Staff workload** - paper to follow
- 14 Application for Re-Affiliation - Wild Geese**  
Application on BPA Form 135 (circulated).
- 15 Any other business** - to be notified to the Secretary by no later than noon on Friday 18 February.
- 16 Dates of future meetings in 2017**  
Tuesdays 25 April, 13 June, 8 August, 3 October and 28 November 18:00 at BPA HQ.