



**Agenda for a meeting of
Council
on Tuesday 13 June 2017 at 18:00
at BPA HQ, 5 Wharf Way, Glen Parva
Leicester LE2 9TF**

- D - Decision** *Decision/approval required at meeting*
- A - Advice** *Issue needing discussion to advise/inform future direction/decision*
- I - Information** *Update - requires brief feedback only, no detailed discussion*
- R - Ratification** *Confirmation of decisions taken electronically between meetings, or by a Committee*

Item nr	D/A/I/R	Time	Business	Lead	Pre-read paper
1	I	18:00	Apologies for absence	Chair	-
2	I	18:02	Declaration of any conflicts of interest	All	-
3	R	18:05	Minutes of the meeting held on Tuesday 25 April 2017, previously approved electronically and published on the BPA website bpa.org.uk/member/agendas-and-minutes/	All	Minutes
4	I/D	18:06	Matters arising from the minutes not covered elsewhere on the agenda 4.1 Min 29.2 - VAT payable on HQ refurbishment - Finance Manager 4.2 Min 29.3 - Delegated authority on financial matters - Treasurer & Finance Manager 4.3 Min 29.4 Safeguarding - COO 4.4 Min 29.5 - Data protection audit - COO & Secretary 4.5 Min 30.2 - Budget: inclusion of a statement on future employee resourcing to meet strategic goals - Finance Manager 4.6 Min 37.2.1 - Research - Communications Chair 4.7 Min 37.2.2 - Code of conduct for volunteers - Secretary 4.8 Min 37.2.2 - Difference in rate of expenses payable to examiners and judges - Chair 4.9 Any other matters arising not listed above	Chair	Minutes

Item nr	D/A/I/R	Time	Business	Lead	Pre-read paper
5	I	18:30	Finance 5.1 Management accounts & membership statistics 5.2 Any other finance matters.	Treasurer & Finance Manager	Management accounts & membership statistics
6	I/D	18:40	Future airspace concerns Paper by Tony Knight, BPA Aviation Adviser	Chair	Future airspace concerns
7	I	18:55	Royal Aero Club To receive an oral update from Craig Poxon, BPA Delegate to RAeC	RAeC Delegate	-
8	D	19:10	Election of Alternate Delegate to the International Parachuting Commission (IPC) of the Fédération Aéronautique Internationale CVs from Council Members who wish to stand for election as IPC Alternate Delegate were requested by 1 June and have been collated in the nominations paper	Chair	IPC Alternate Delegate nominations
9	I	19:20	The principles of good governance for sport and recreation This was launched by the Sport & Recreation Alliance on 24 May. Existing signatories to the Voluntary Code of Good Governance are asked to reaffirm their commitment It is now a set of principles, not a code. This is primarily because in England the Code for Sports Governance takes precedence for funded bodies	Chair	Online link: Principles of good governance for sport and recreation
10	D	19:30	Strategy To discuss the draft BPA Strategic Framework document prepared by Nick Bunting. Including the proposal to establish a strategic planning working party to progress formulation of strategy ahead of the next stage, review of committee structure, that will follow	Chair & Nick Bunting	Draft Strategic Framework document
11	D	19:45	Standardisation of procedure for elected positions in BPA	Chair	Standardisation of election procedure
12	D	19:55	<i>In camera</i> Employment Committee To receive an oral report from, and consider the recommendations of, the Employment Committee on the staff benefits package from the annual review date, 1 July.	Chair	-

Item nr	D/ A/I /R	Time	Business	Lead	Pre-read paper
13	I/R	20:05	<p>Reports from Committees of Council</p> <p>13.1 To discuss and ratify the minutes (previously circulated) of the Communications, Development & Competitions Committee meetings held on Tuesday 25 April 2017</p> <p>13.2 To discuss and ratify the minutes (previously circulated) of the STC meeting held on Thursday 1 June 2017.</p> <p>13.3 To receive an oral report by the Committee Chairs on this afternoon's meetings of Committees: (i) Communications, (ii) Development, and (iii) Competitions.</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p> <p>Comms/ Dvt/ Comps Chairs</p>	<p>Comms/Dvt/ Comps mins - April</p> <p>STC minutes - June (to follow)</p> <p>-</p>
14		20:20	<p>Any other business to be notified to the Secretary by no later than noon on Friday 9 June</p>	Chair	-
15	I	20:25	<p>Dates of next meetings Tuesdays at 18:00 at BPA HQ, Leicester: 8 August, 3 October & 28 November</p>		-