



**Agenda for a meeting of  
Council  
on Tuesday 7 August 2018 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	Business	Lead	Pre-read paper
1	I	<b>Welcome</b> to Amanda Bennett, Sports Governance Consultant, who is attending for item 9.	-	-
2	I	<b>Apologies for absence</b> Jeff Montgomery (away delivering a BPA instructor course)	Chair	-
3	I	<b>Declaration of any conflicts of interest</b>	Chair	-
4	I	<b>Minutes</b> To consider for approval the minutes of the meeting held on Tuesday 12 June 2018	All	Minutes
5	I/D	<b>Matters arising from the minutes</b> not covered elsewhere on the agenda <b>5.1</b> Min 38.2 Grievance and disciplinary working party: draft updated grievance procedure - Yassi Molazadeh, Working Party Chair <b>5.2</b> Min 38.3, Designation of reserves - Treasurer <b>5.3</b> Min 29.6, Form 178: Duties & responsibilities of Council Members - Yassi Molazadah, Nick Bunting & Secretary <b>5.4</b> Min 39.2, EPU subscriptions from other members held by BPA - COO <b>5.5</b> Min 39.2, Committee budgets - Committee Chairs <b>5.6</b> Min 41, Request to RAeC to send a letter to FFP to support inclusion of indoor skydiving in the Paris 2024 Olympics - letter was sent by RAeC  <i>.../continued</i>	Chair	Minutes

Item nr	D/A/I/R	Business	Lead	Pre-read Paper
		<p><b>5.8</b> Min 44, Circulation of Council and Committee papers - Secretary</p> <p><b>5.9</b> Any other matters arising not listed above</p>		
6	I/D	<p><b>IT software contract: New Personal Information Management System (PIMS) and web hub</b></p> <p>6.1 - To consider for approval the recommendation of the BPA tender team (Chairs of Communications, Development and IT Strategy Group) for the preferred bidder emerging from the competitive tender process run. <i>There were insufficient e-votes to decide this ahead of the meeting.</i></p> <p>6.2 - Letter to former software supplier ref breach of IT contract</p>	<p>Chair</p> <p>Adrian Bond</p>	<p>6.1 - Preferred bidder costs and bid previously circulated</p> <p>6.2 - Legal advice note (to follow)</p>
7	I/D	<p><b>Finance &amp; compliance</b></p> <p><b>7.1</b> Management accounts &amp; membership statistics</p> <p><b>7.2</b> GDPR</p> <p><b>7.3</b> Business and financial risk register</p> <p><b>7.4</b> Any other finance and compliance matters</p>	Chair	<p>7.1 - Mgt accounts and m'ship stats</p> <p>7.2 - GDPR support proposal from ClearComm</p>
8	I/D	<p><b>Whistleblowing policy</b></p> <p>Sue Stanhope, Chair, Whistleblowing Working Party</p>	Sue Stanhope	8 - Draft whistleblowing policy
9	D	<p><b>Strategic plan</b></p> <p>Year 1 prioritised objectives and deliverables</p>	COO/ Sec-Gen	9 - Year 1 prioritised objectives and deliverables
10	I	<p><b>Royal Aero Club</b></p> <p>To receive an update from BPA's Delegate to RAeC.</p>	Craig Poxon, BPA Delegate to RAeC	-
11	D	<p><b>Should British Skydiving be responsible for the selection and support of the British Indoor Skydiving Delegation for IPC events?</b></p>	Vice Chair	11 - Paper from Martin Soulsby (enclosed) / Paper from staff executive team (to follow)
12	I/R	<p><b>Reports from Committees of Council</b></p> <p><b>12.1</b> To discuss and ratify the minutes (previously circulated) of the Communications, Development &amp; Competitions Committee meetings held on Tuesday 12 June 2018</p> <p>.../continued</p>	Comms/ Dvt/ Comps Chairs	12.1 - Comms/Dvt/ Comps mins - June (previously circulated)

Item nr	D/A/I/R	Business	Lead	Pre-read paper
		<p><b>12.2</b> To discuss and ratify the minutes (previously circulated) of the STC meeting held on Thursday 26 July 2018</p> <p><b>12.3</b> To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications (including result of the membership survey on a <b>visual identity for British Skydiving</b>); (ii) Development and (iii) Competitions Committees. Dominic Simpson of Good Egg Design Agency is available by Skype.</p>	COO	<p>12.2 - STC minutes - July (to follow)</p> <p>12.3 - Membership survey results. Good Egg working up of canopy and flag logo.</p>
13	D	<p><b>Applications for Affiliation and Re-Affiliation</b></p> <p>13.1 GoSkydive Cambridge - for Affiliation</p> <p>13.2 GoSkydive Salisbury - for Re-Affiliation</p>	Chair	<p>13.1 - Completed form 147</p> <p>13.2 - Completed Form 135</p>
14	I	<p><b>Any other business</b> to be notified to the Secretary by no later than noon on Friday 3 August..</p>	Chair	-
15	I	<p><b>Dates of next meetings</b> Tuesdays at 18:00 at BPA HQ: 25 September and 27 November.</p>	-	-