



## Agenda for a meeting of Council on Tuesday 14 June 2016 at 18:00

in the Acorn Room (First Floor), Blaby Civic Centre  
22-24 Leicester Road, Blaby, Leicestershire LE8 4GQ

Please note  
venue and  
parking  
arrangements

This meeting is being held at the Blaby Civic Centre during refurbishment of the BPA Office

### Car parking

Blaby Civic Centre regrets it is unable to provide car parking for those attending meetings. They advise using nearby pay-and-display public car parks operated by Blaby District Council at Enderby Road and St John's Court (Waitrose). Parking for is chargeable (payment by coins or debit card: 20p for up to 3 hours; £1.50 for up to 4 hours; £4.50 for over 4 hours) until 18:00, thereafter charges do not apply. The car parks are within easy walking distance of Blaby Civic Centre.

**1 Apologies for absence** John Hitchen

**2 Declarations of interest**

**3 Minutes**

To note that the minutes (circulated) of the meeting held on Tuesday 19 April 2016 have already been approved electronically by the Council, and published on the BPA website [bpa.org.uk/member/agendas-and-minutes/](http://bpa.org.uk/member/agendas-and-minutes/)

**4 Matters arising not covered elsewhere on the agenda, including**

4.1 Minute 23.1 - Review of BPA grievance and disciplinary procedures

4.2 Minute 23.2 - Allan Hewitt's case at Sport Resolutions

4.3 Minute 23.3 - Independent review of BPA procedures in relation to the World Cup in Wingsuiting at Skydive Netheravon, 25-29 May 2015

4.4 Minute 23.5 - Belbin Team Report on Council 2016

4.5 Minute 24 - Insurance Premium Tax (IPT) increase by 0.5% on 1 October 2016

4.6 Any other matters arising not listed above.

**5 Finance**

5.1 Management accounts and membership numbers update

5.2 Any other finance matters.

**6 Governance, Council & Committees 2017**

Independent adviser on governance Amanda Bennett will be in attendance for this item.

6.1 Governance

To note:

6.1.1 Membership consultation on BPA identity, mission and values.

6.1.2 That on 28 April, Tash Higman attended a Sport & Recreation Alliance event on 'raising the bar for gender equality on sports boards (report previously circulated);

6.1.3 That the Secretary has recently completed the course for the Advanced Certificate in Sports Governance of the Institute of Chartered Secretaries and Administrators.

6.1.4 That one director has yet to take part in a Sport & Recreation Alliance one-day training course.

6.2 Paper on Council 2017 (circulated).

6.3 Paper on Committees 2017 (circulated).

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- 6.4 Code of conduct - to consider possible extension from directors, Vice Presidents, staff, and coaches and instructors (who have their own code of conduct), to cover all BPA volunteers (examiners, discipline reps, judges, archivists, etc).
- 7 Report on IPC & the Royal Aero Club**  
John Smyth MVO (UK Delegate to IPC, BPA Delegate to RAeC) & Craig Poxon (BPA Alternate Delegate to RAeC) to report.
- 8 Premises refurbishment**  
The pre-contract meeting took place on Wednesday 1 June and the work is due to begin on Monday 13 June and scheduled to take 19 weeks.
- 9 Reports from the Committees of the Council**
- 9.1 To discuss points arising from the minutes (previously circulated) of the Communications Committee meeting held on Tuesday 19 April 2016. These minutes have already been approved, ratified and published electronically.
- 9.2 To discuss points arising from the minutes (previously circulated) of the Development Committee meeting held on Tuesday 19 April 2016. These minutes have already been approved, ratified and published electronically.
- 9.3 To discuss points arising from the minutes (previously circulated) of the Competitions Committee meeting held on Tuesday 19 April 2016. These minutes have already been approved, ratified and published electronically.
- 9.4 To discuss and ratify the draft minutes (to follow) of the STC meeting held on Thursday 2 June 2016.
- 9.5 Oral report by the Committee Chairs on key points from meetings held earlier today: (i) Communications, (ii) Development, and (iii) Competitions.
- 9.6 *In camera* Recommendation (orally) from the Employment Committee on staff salary review wef 1 July 2016, and any other employment issues - Paul Applegate, Chair, Employment Committee.
- 10 Any other business** - to be notified to the Secretary by no later than noon on Friday 10 June.
- 11 Dates of future meetings in 2016**  
Tuesdays 9 August, 4 October and 29 November at 18:00. Leicester venue to be advised during refurbishment of the BPA Office (Blaby Civic Centre is not available on 9 August).