



**Agenda for a meeting of
Council
on Tuesday 27 November 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*

**Supporting papers are issued with the agenda where available;
others will be added to the meeting’s SharePoint folder as they become available,
with the intention of completing the full set by at latest the Friday before the meeting.**

Item nr	D/ A/I /R	Business	Lead	Pre-read paper
1	I	Apologies for absence	-	-
2	I	Declaration of any conflicts of interest	Chair	-
3	I	Minutes To note that the minutes of the meeting on Tuesday 25 September 2018 have been approved electronically and published at https://www.bpa.org.uk/member/agendas-and-minutes/	All	Minutes
4	I/D	Matters arising from the minutes not covered elsewhere on the agenda 4.1 Min 64.3, Software development contract with 3Si - Adrian Bond 4.2 Min 64.4, Breach of contract by previous software supplier - Adrian Bond 4.3 Min 64.9, GBR representation at FAI/IPC indoor skydiving competitions - COO 4.4 Min 64.10, Message to a senior member - Chair 4.5 Min 65.4, GDPR - external consultant - Secretary 4.6 Min 68.1.1, Minutes of the meeting of the Communications Committee held on Tuesday 7 August 2018 4.7 Min 69.1, Council 2019 composition / election 4.8 Any other matters arising not listed above.	Chair	Minutes

Item nr	D/A/I/R	Business	Lead	Pre-read Paper
5	I/D	<p>Finance & compliance</p> <p>5.1 Management accounts & membership statistics</p> <p>5.2 Membership subscriptions from 1 April 2019 - BPA and insurance elements</p> <p>5.3 Business and financial risk register. Cell 13B contains feedback from the Treasurer.</p> <p>5.4 Any other finance and compliance matters.</p>	Chair	<p>5.1 - Mgt accounts and m'ship stats</p> <p>5.3 - Membership subscriptions 2019</p> <p>5.3 - Business & financial risk register</p>
6	D	<p>Strategic plan</p> <p>6.1 2019 deliverables</p> <p>6.2 To consider a date for an 'implementation planning day' in Spring 2019 - we have the function (strategy), and now need the form (structure - committees, etc) to go with it.</p>	Chair/ Strategy Group Chair	6 - 2019 objectives
7	D	<p>Consolidation of grievance, disciplinary and whistleblowing procedures</p>	Yassi Molazadeh, Working Party Chair	7 - Grievance procedure (2 nd draft, Oct 18); whistleblowing draft
8	D	<p>Equality policy</p>	Chair	8 - Equality policy
9	D	<p>Directors' dress code</p> <p>To consider suggestions by Yassi Molazadeh and Nick Bunting</p>	Chair	9 - Directors' dress code
10	I	<p>Royal Aero Club</p> <p>10.1 To note that the next RAeC Council meeting will be in January.</p> <p>10.2 To decide on BPA nominations for FAI and RAeC Awards 2018, draft citations and list of previous BPA-nominated award winners circulated.</p>	Craig Poxon, BPA Delegate to RAeC	<p>10.2 - Draft citations</p> <p>10.2 - List of previous winners</p>
11	D	<p>BPA Awards</p> <p>11.1 The BPA Jim Crocker Award for an Outstanding Contribution to Sport Parachuting - to consider whether this, BPA's most prestigious award, which is not awarded every year but only when a suitable recipient is identified, should be awarded this year.</p> <p>11.2 Nominations for the Taz Causer Experienced Skydiver of the Year Award 2018. Nominations circulated.</p>	Chair	<p>11.1 - Jim Crocker Award spec and previous winners</p> <p>11.2 - Taz Award nominations 2018</p>

Item nr	D/A/I/R	Business	Lead	Pre-read paper
12	I/R	<p>Reports from Committees of Council</p> <p>12.1 To discuss and ratify the minutes (previously circulated) of the Communications, Development & Competitions Committee meetings held on Tuesday 25 September 2018</p> <p>12.2 To discuss and ratify the minutes (previously circulated) of the STC meeting held on Thursday 15 November 2018</p> <p>12.3 To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications, including branding and identity (ii) Development and (iii) Competitions Committees.</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p>	<p>12.1 - Comms/Dvt/ Comps mins - September</p> <p>12.2 - STC minutes - November (to follow)</p> <p>12.3 - Branding and identity</p>
13	I	Query re Open and Female category funding from Yassi Molazadeh	Yassi Molazadeh	13 - Query from Yassi Molazadeh
14	D	Application for Affiliation New DZ at Haverfordwest, Wales	Chair	14 - Paper not yet received at the time of issuing the agenda
15	D	Staff Christmas bonus	Chair	-
16	I	Any other business to be notified to the Secretary by no later than noon on Friday 23 November.	Chair	-
17	I	Chair's thanks to Council members and staff for their work during the year	Chair	-
18	I	<p>Dates of future meetings Saturday 26 January 2019 at 12:30 in the Discovery Suite, Ground Floor, De Vere Orchard Hotel, Nottingham.</p> <p>Provisional meeting dates 2019, Tuesdays at 18:00 at BPA HQ: 19 February, 16 April, 11 June, 6 August, 1 October & 26 November (dates to be confirmed at the January meeting)</p>	-	-