



## Agenda for a meeting of Council on Tuesday 4 October 2016 at 18:00

in the Acorn Room, **UPSTAIRS** at  
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.  
The room has been booked until 21:45 when the caretaker will come to lock up.

### 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: 20p for up to 3 hours; £1.50 for up to 4 hours) until 18:00, thereafter charges do not apply. The car parks are within easy walking distance of Blaby Civic Centre.

#### 1 **Congratulations on members' achievements at the WPC Mondial 2016**

#### 2 **Composition**

To note that Mike Lewis stood down on 30 August for personal reasons. The Chair has thanked him on behalf of Council and staff for his work on Council and the Competitions Committee. By custom and practice, casual vacancies are not filled.

#### 3 **Apologies for absence**

#### 4 **Declarations of interest**

#### 5 **Minutes**

To note that the minutes (circulated) of the meeting held on Tuesday 9 August 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/)

#### 6 **Matters arising not covered elsewhere on the agenda, including**

- 6.1 Minute 48.1 - Review of BPA grievance and disciplinary procedures. Chris Allen has stepped down from the working group due to work commitments. The Chair has thanked him for his enormous contribution to the development of BPA disciplinary procedures. The working group (Chair of Council, Ian Roseninge, Yassi Molazadeh, COO & Secretary) has not met since February, as it was awaiting a response from legal consultants Muckle LLP, which was received in June.
- 6.2 Minute 48.2 - Allan Hewitt's case at Sport Resolutions - A mediation hearing has been arranged for Wednesday 16 November at Sport Resolutions' offices in London. BPA will be represented by the COO & Secretary.
- 6.3 Any other matters arising not listed above.

#### 7 **Finance**

- 7.1 Draft audited annual accounts (circulated) for approval to publish to members as an insert to the December 2016 issue of in *BPA Skydive the Mag* for consideration at the AGM on Saturday 28 January 2017.
- 7.2 Management accounts and membership numbers update.
- 7.3 Any other finance matters.

#### 8 **Update on EASA and CAA regulation**

Tony Knight (Aviation Adviser to BPA) to speak to his update paper, to be circulated to Council and PTOs.

#### 9 **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.

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## 10 Nominations for Royal Aero Club Awards 2016 / FAI awards

- 10.1 RAeC usually call for nominees in early December. To consider possible BPA nominations in order to allow time for citations to be prepared (as there is unlikely to be time after the next meeting). List of available awards (from last year) circulated. (This year's list, which is not expected to differ, has not yet been received from RAeC).
- 10.2 To consider whether there is any nomination this year for the BPA Jim Crocker Award for an Outstanding Contribution to Sport Parachuting, in recognition of an exceptional and sustained contribution to the sport over an extended period of time. By tradition, this Award is presented at the RAeC Awards Ceremony.

## 11 Council & Committees 2017

- 11.1 Council 2017
- 11.1.1 Advertisement for Independent Non-Executive Director x 2. This has been placed on the BPA, UK Sport, Sport & Recreation Alliance, Women on Boards and two other NED websites, with a closing date of Monday 3 October.
- 11.1.2 To note that the nominations website for Elected Council Members 2017 (10 seats) is available at <https://www.mi-nomination.com/bpa> Nominations close at noon on Tuesday 15 November 2016.
- 11.2 Committees 2017
- 11.2.1 Call for volunteers for service on available seats on BPA non-technical Committees 2017.
- 11.2.2 Scope of review of BPA Committees - paper by Ian Rosenvinge (circulated).

## 12 Premises refurbishment

Phase 1 began on Monday 13 June and was completed on Friday 16 September. The working office moved to the new conference room on the ground floor at the start of phase 2 on Monday 19 September. The refurbishment is scheduled to complete on 12 November, if phase 2 runs to schedule. An issue that has emerged is the need for the first floor offices to be air conditioned to provide a satisfactory working environment in warm weather.

To consider arrangements for a formal opening of the refurbished building, in due course.

## 13 Reports from the Committees of Council

- 13.1 To discuss points arising from the minutes (previously circulated) of the Communications Committee meeting held on Tuesday 9 August 2016. These minutes have already been approved, ratified and published electronically.
- 13.2 To discuss points arising from the minutes (previously circulated) of the Development Committee meeting held on Tuesday 9 August 2016. These minutes have already been approved, ratified and published electronically.
- 13.3 To discuss points arising from the minutes (previously circulated) of the Competitions Committee meeting held on Tuesday 9 August 2016. These minutes have already been approved, ratified and published electronically.
- 13.4 To discuss and ratify the draft minutes (to follow) of the STC meeting held on Thursday 22 September 2016.
- 13.5 Oral report by the Committee Chairs on key points from meetings held earlier today: (i) Communications, (ii) Development, and (iii) Competitions, including report on WPC Mondial 2016 Chicago.

## 14 Staff Christmas lunch

15 **Any other business** - to be notified to the Secretary by no later than noon on Friday 30 September.

## 16 Date of next meeting

Tuesday 29 November at 18:00 in the new Conference Room at the refurbished BPA HQ (if available) - if not, at Blaby Civic Centre.

**Please note the closing date for completed nominations for Council 2017:  
noon on Tuesday 15 November 2016 - at <https://www.mi-nomination.com/bpa>**