



**Agenda for a meeting of
Council
on Tuesday 3 October 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 John Lines (Vice President), Chair of the Panel of Inquiry (item 9)	Chair	-
2	I	18:02	Declaration of any conflicts of interest	Chair	-
3	I	18:05	Minutes of the meeting held on Tuesday 8 August 2017, previously approved electronically and published on the BPA website bpa.org.uk/member/agendas-and-minutes/	All	Minutes
4	I/D	18:10	Matters arising from the minutes not covered elsewhere on the agenda 4.1 Min 60.2, Safeguarding - Secretary 4.2 Min 60.3, Data protection audit - Secretary 4.3 Min 60.5, Code of Conduct for all Volunteers - Secretary 4.4 Min 61.2, Company payment card for authorised staff - Treasurer & Finance Manager 4.5 Min 64, Judges' laptops - COO 4.6 Min 65, Residency requirement to compete for Britain - COO & Competitions Chair 4.7 Any other matters arising not listed above	Chair	Minutes

Item nr	D/ A/I /R	Time	Business	Lead	Pre-read paper
5	I/D	18:25	Finance 5.1 Draft annual report and accounts (audited) for the financial year 1 July 2016 to 30 June 2017 inclusive - to be considered for publication to members as an insert to the December issue of BPA Skydive the Mag 5.2 Management accounts & membership statistics 5.3 Insurance issue: Swiss & Norwegian jumpers - COO 5.4 Any other financial matters	Treasurer and Finance Manager	5.1 - Draft annual report and accounts 5.2 - Mgt accounts and m'ship stats 5.3 - Insurance matter
6	I	18:40	Report from the Nominations Committee	Chair	Report from Nominations Cttee
7	D	18:50	Composition of Communications, Competitions and Development Committees 2018	Chair	Committee Compositions 2018
8	I/D	19:00	Strategy To consider a paper from the Strategy Working Group	Nick Bunting - Chair, Strategy Group	Strategy Group paper (to follow)
9	I/D	19:15	<i>In camera</i> Report of a Panel of Inquiry	Nick Bunting & Sue Stanhope, Panel Members	Panel of Inquiry Report Résumé of report for possible publication with the minutes
10	I/D	19:30	<i>In camera</i> Commercial matter	Chair	Paper on a commercial matter
11	I	19:45	Royal Aero Club To receive an update from BPA's Delegate to RAeC To call for nominees for FAI and RAeC Awards 2017 (to be decided at next meeting)	Craig Poxon, BPA Delegate to RAeC	RAeC update paper (to follow)

Item nr	D/ A/I /R	Time	Business	Lead	Pre-read paper
12	I/R	19:55	<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 8 August 2017</p> <p>12.2 To discuss and ratify the minutes (previously circulated) of the STC meeting held on Thursday 21 September 2017.</p> <p>12.3 To receive an oral report by the Committee Chairs on this afternoon's meetings of the (i) Communications, (ii) Development, and (iii) Competitions Committees.</p>	<p>Comms/ Dvt/ Comps Chairs</p> <p>STC Chair</p> <p>Comms/ Dvt/ Comps Chairs</p>	<p>12.1 - Comms/Dvt/ Comps mins - August (previously circulated)</p> <p>12.2 - STC minutes - September (to follow)</p>
13	D	20:10	Staff Christmas lunch	Chair	-
14		20:15	<p>Any other business to be notified to the Secretary by no later than noon on Friday 29 September</p>	Chair	-
15	I	20:20	<p>Date of next meeting Tuesday 28 November 2017 at 18:00 at BPA HQ, Leicester</p>	-	-