

## Objectives and procedures of British Skydiving Specialised Interest Groups (SIGs)

### 1 Objectives

British Skydiving Specialised Interest Groups (SIGs) provide a valuable support and discussion network for members who share an interest in a specific aspect of skydiving, 'a specialised interest'. They also provide a structure for Council through its Committees to liaise with members who share that particular specialised interest.

The objective of British Skydiving Specialised Interest Groups (SIGs) is to provide a forum for disseminating information, sharing news, views and opinions, networking and mutual support; and for liaison and consultation including the two-way exchange of ideas, particularly between the SIG and the main British Skydiving Committee that covers the area in which each particular SIG's interest lies.

At present there are four SIGs as follows (the main committee that oversees each is also shown):

<b>SIG</b>	<b>Main Committee</b>
Competition Judges	Competitions Committee
Drop Zone Operators	Development Committee
Pilots	Safety and Training Committee
Display Teams	Safety and Training Committee.

It is possible that further SIGs may in due course be established should there be cases where there is not an already well-established mechanism of communication between those with a specialised interest and the main British Skydiving Committee which covers that area. Any new SIGs will be sanctioned by a main British Skydiving Committee, and their establishment will be subject to ratification by Council.

### 2 Chair

Specialised Interest Groups will be chaired by the Chair of the main British Skydiving Committee, or their nominee, that covers the SIG in question.

### 3 Meetings

Meetings of Specialised Interest Groups will normally reflect an established, often annual pattern - for instance on AGM Day (Competitions Committee's Judges SIG and STC's Pilots SIG and, when required, STC's Display Teams SIG). This has the advantage of being a well-known diary date, which has been proven to optimise attendance. The Development Committee's Drop Zone Operators SIG has established a pattern of a daytime meeting on a Friday usually the day before the AGM/Expo which is a convenient time for many DZOs as it is prior to the UK season. There may be occasions when it may be appropriate to hold additional meetings of a SIG: these occasions may speak for themselves, or may be requested by any British Skydiving member of the relevant main committee for any particular SIG. In exceptional cases, the Chair of the relevant main committee, in consultation with the Chief Operating Officer, may convene a meeting of a SIG.

SIG meetings are normally open to all who share the specialised interest. There may be occasions when the Chair may wish to restrict those present for a particular item to a certain group of members (equivalent to an 'in camera' session at a main Committee meeting) for example when sensitive matters such as those of commercial confidentiality are to be discussed.

SIGs do not themselves have any executive authority but are overseen by main British Skydiving committees that do.

#### **4 Meetings procedure**

Meetings of SIGs will be structured, normally with an agenda circulated and published (for example on the British Skydiving website) before the meeting and often with notes resulting from it.

Meetings of SIGs will be attended by the British Skydiving staff where practicable, including the British Skydiving secretariat where appropriate (secretariat services cannot always be guaranteed).

#### **5 e-mail alerts**

In the future, the British Skydiving membership database may facilitate members and their guests being able to sign-up to receive news alerts, notification of agendas etc., on a SIG-by-SIG basis. It is not expected that the nature of this service will necessarily be exactly the same for each SIG, rather - as technology and resources allow - tailored to the particular needs of each one.

#### **6 SIG Co-ordinator**

Certain SIGs, for example the Judges' SIG, may have a co-ordinator. This will be necessary only when there is regular and substantial work to be carried out between meetings, such as co-ordinating judges to all British Skydiving competitions and UK international judges to international meets. The main Committee will confirm any position of co-ordinator in the normal way (for example, the Judges' Co-ordinator's appointment is normally confirmed annually by the Competitions Committee at its first meeting of the year by the co-ordinator's co-option by that Committee as a non-voting member). It is envisaged that having a co-ordinator for a SIG will be the exception rather than the norm.