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Agenda for a meeting of  
**Council**  
Saturday 29 January 2022  
Immediately following the Presentation of awards ceremony  
In the Worcester Suite, Ground Floor, De-Vere Orchard Hotel  
University Park, Nottingham NG7 2RJ

**Special Notice**

**This is the re-issued agenda which now includes nominations received.**

1. **Council composition**  
Ten elected and two independent non-executive directors (see appendix 1) There are two casual vacancies.
2. **Apologies for absence**
3. **To elect a Vice Chair of Council and decide their term of office** (of up to **three years**, per Article 13.3 which states: the Council shall endeavour to ensure that the term of office of the Chair, Vice Chair and Treasurer shall not end at the same time) For information, the Chair was elected in 2020 for three years. (2020 -2022)  
One advance nomination has been received.  
Mark Bayada – proposer Natasha Higman, second Mary Barratt
4. **To elect a Chair of each of the following Committees of Council – by custom and practice, committees are constituted annually so these appointments are for one year.**
  - 4.1. **Chair, Safety and Training Committee (STC)**  
One advance nomination has been received.  
Jeff Montgomery – proposer Natasha Higman, second Mark Bayada
  - 4.2. **Chair, Member Development Committee (MDC)**  
One advance nomination has been received.  
Mark Bayada – proposer Mary Barratt, second Natasha Higman
  - 4.3. **Chair, Elite Performance Committee (EPC)**  
One advance nomination has been received.  
Mary Barratt – proposer Eleanor Southworth, second Mark Bayada
  - 4.4. **Chair, Nominations Committee**  
One advance nomination has been received.  
Craig Poxon – proposer Rob Hartley, second Adrian Bond
  - 4.5. **Chair, Employment Committee**  
One advance nomination has been received.  
Rob Hartley – proposer Natasha Higman, second Joanne Shaw

5. **To elect**
  - 5.1. **A Delegate to the Royal Aero Club**

One advance nomination has been received.  
Martin Soulsby – proposer Craig Poxon, second Adrian Bond
  - 5.2. **An Alternate Delegate to the Royal Aero Club**

One advance nomination has been received.  
Craig Poxon – proposer Adrian Bond, second Rob Hartley
6. **To co-opt to Council (non-Voting)**
  - 6.1. **The Treasurer (if not a Council member)**
  - 6.2. **The Chair of STC (if not a Council member)**
  - 6.3. **Delegate and Alternate Delegate to Royal Aero Club (if not Council members)**
7. **To confirm dates for quarterly Council meetings in 2022**

Meetings may be virtually via Microsoft Teams or physically at British Skydiving HQ.  
Tuesday at 18.00: 08 March, 21 June , 13 September, and 22 November.
8. **Directors' documentation**
  - 8.1. **Companies House Registration of Directors**
  - 8.2. **Directors' duties and Responsibilities**
  - 8.3. **Code of conduct for British Skydiving Volunteers**
  - 8.4. **Register of elected members' interests**
  - 8.5. **Short profile of each new Council member for the website (100 words Max)**
9. **Casual vacancies**
10. **Strategy Day – suggested date 9 March**
11. **Notes on committee composition and scheduling of committee meetings,**  
See Appendix 2
12. **Date of next meeting: per item 7**

## Appendix 1: Composition of Council

10 elected & 2 independent members  
plus any co-opted members (non-voting)

### 10 elected members

#### Tenure on Council - Elected Council members

Mary Barratt, Kate Lindsley, Craig Poxon, (2020, 2021, 2022)  
Alex Busby-Hicks, Eleanor Southworth, (2021, 2022, 2023)  
Natasha Higman, Mark Bayada, Adrian Bond (2022, 2023, 2024)

There are 2 casual vacancies

### 2 Independent members

#### Tenure on Council - Independent Council members (appointed at the AGM)

Joanne Shaw - 3 years (2021, 2022, 2023)

Rob Hartley - 3 years (2022, 2023, 2024)

## Appendix 2: Note on committee compositions and scheduling of committee meetings

### Relevant extract from Council minutes

#### **86.1 New Committee Structure from 2020**

The terms of reference [of the committees] specify a complement of at least three Council members on each Committee and that the Chair and (except for STC) Vice Chair shall be Council Members. No more than six Council Members or 50% of Council could serve on any committee. There would also be volunteer seats on committees and many working or task and finish groups (that committees may from time to time establish on an ad hoc basis) for members from the wider membership to volunteer appropriate skills and competences.

Discipline representatives on the current Competitions Committee (whose successor would be the Élite Performance Committee) would become Technical Excellence Advisers (TEAs) under the new arrangements. This was a new specialist technical and ambassadorial role with a wider remit, to advise both the Member Development Committee (MDC) and the Élite Performance Committee (EPC). MDC which would oversee skills coaching roadshows as part of its responsibilities for member development, and EDC would cover competitions.

The annual composition (membership) of committees (except STC), apart from the Chair of each committee who is elected by Council, would be proposed by the Chair of the appropriate committee and decided by a meeting of all main chairs (Council, STC, EPC, and Communications).

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### Summary

- The Chair of each Committee recommends the composition of their committee for approval by a meeting of all Chairs. This does not apply to STC but the STC Chair is part of the meeting of all Chairs.
- Once constituted, each Committee is therefore free to set its own schedule of meeting dates, times venues and modes (physical or virtual), cognisant of its reporting responsibilities to Council.