

**Elite Performance Committee**  
**Minutes of the meeting held on**  
**Monday 26 February 2024 at 13.00**  
**Virtual meeting over Microsoft Teams**

<b>Present:</b>	Wes Guest (WG)	-	Chair
<b>Voting</b>	Adrian Bond (AB)	-	Vice-Chair
	Mark Bayada (MB)		
	Theo Koutroukides (TK)		
<b>Co-opted &amp; Non-voting</b>	John Smyth (JS)	-	Delegate to ISC, Vice-President
	Liz Warner (LW)	-	Judges Coordinator
<b>In attendance:</b>	Dave Crowhurst (DC)	-	Classics TEA
<b>Non-voting</b>	Liam Domin-Goddard (LDG)	-	Communications Manager
	Rob Gibson (RG)	-	CEO
	Tash Higman (TH)	-	Chair of Finance Committee
	Helen Lucas (HL)	-	Committee Secretary & Competitions Coordinator
	Jeff Montgomery (JM)	-	HoSTC
	Jack Peploe (JP)	-	WS TEA
	Martin Reynolds (MR)	-	CP TEA
	Konrad Wysocki (KW)	-	Outgoing WS TEA
<b>Apologies:</b>	Tim Gaines (TG)	-	VFS TEA

**Item Minute**

**01/24 Quoracy**

The meeting met the requirements of two-stage quoracy as given in the committee Terms of Reference.

**02/24 Opening remarks**

The Chair welcomed all to the meeting.

**03/24 Composition of Committee**

Members of the EPC agreed at the Inaugural Council meeting on 27 January 2024 as below:

Wes Guest: Chair of EPC (voting)

John Smyth: Delegate to ISC (Co-opted, Non-voting)

Craig Poxon: Alternate Delegate to ISC (Co-opted, Non-voting)

Members of EPC agreed at this meeting:

Adrian Bond: Vice-Chair Proposed MB, seconded TK

**Carried unanimously**

Mark Bayada

Theo Koutroukides

Co-opted, Non-voting:

Liz Warner: Judges Coordinator Proposed AB, seconded MB

**Carried unanimously**

Technical Excellence Advisers (TEAs) - non-voting

Those present welcomed Jack Peploe and thanked him for his application to represent the WS discipline.

Jack Peplow – WS Proposed AB, seconded TK

***Carried unanimously***

Rai Ahmed – Artistics

Matt Cumming – FS

Dave Crowhurst – Classics

Tim Gaines – VFS

Sam Haste – CF

Martin Reynolds – CP

Speed – vacant

[note: Jimmy McCarthy advised he was stepping down as Speed TEA on 12 March]

**04/24 Declarations of Interest**

These would be listed under the relevant item as they arose.

**05/24 Minutes of the meetings held on Mondays 13 & 27 November 2023**

The minutes had been circulated with the agenda for information and had been published to the British Skydiving website.

**06/24 Matters arising**

**06.1 93.1 – Risk Register**

The Chair asked that a separate meeting be arranged, as opposed to listing items at this meeting.

***Ongoing***

**06.2 93.2 – Refund Policy**

Guidance within the rules regarding extenuating circumstances were a possibility. However, refund policies were specific to each hosting DZ. This item would be discussed further under AOB.

**06.3 93.4 – Publication of UKSL and GP Leagues**

HL and LDG, on discussion, had identified a way forward for the collation of results, sharing of such information and publication to the competitions area of the website. As it was not possible to do this until the first competition in May the item was considered completed with the opportunity to revisit once the league tables were published.

***Completed***

**06.4 93.5 – Trophy Engraving Font**

**06.4.1 Accuracy Club Champions Shield**

The Competitions Coordinator was in the process of ordering the Accuracy Club Champions shield and would enquire about the font and size during the ordering process.

***Ongoing***

**06.4.2 FS 4-way AAA Trophy**

A request had been received regarding the FS 4-way trophy which was now full. The request would be circulated to the voting members of the committee.

***Action: Competitions Coordinator***

**06.4.3 Trophy for the fastest Skydiver in the UK**

The trophy was now full and the previous Speed TEA had indicated that plaques would be placed on the back to allow the trophy to remain in circulation until 2032. A request had been received for the reimbursement of the costs. The request would be circulated to the voting members of the committee.

***Action: Competitions Coordinator***

**06.4.4 Trophy Spreadsheet**

Those present recognised that the spreadsheet required a major update of the trophy whereabouts, plaque capacity etc.

***Action: Competitions Coordinator***

**06.5 93.6 – Suitable Delegation Clothing**

LDG communicated that the polos appeared to be the least favourite item, and that a new supplier could supply better quality jerseys with a new design in their place. On discussion with HL there was potentially enough stock to supply the athletes for 2024, and that this stock should be used with only missing items ordered if required. This would also provide a final chance to receive feedback on the clothing.

***Completed***

LDG commented further that the new supplier could create a design package to include British Skydiving branded items, such as windblades, and would explore the options further.

***Ongoing***

## **06.6 93.7 – Action Plan and Performance Matrices**

This would be tied in with the Risk Register.

*Ongoing*

## **06.7 Average score-based awards – CF**

The Chair provided some background information that none of the CF 4-way Seq teams had been eligible for the Overall Awards as the Senior team had configured teams with less experienced CF skydivers in order to bring on the discipline. A range of suggested ways forward by the CF TEA would be circulated to the voting members.

*Action: Competitions Coordinator*

## **06.8 94.2 – Communication of Competition Start dates**

Following complaints of the slow release of start dates the competitions dates would be released as soon as possible.

*Completed*

## **06.9 97.1 – Amendment of Forms 267 & 267a – Head of Delegation and Team Manager**

Required amendments had been highlighted within the office and it was recognised that the forms should include details of effective communication of the competition to the Communications Manager for ongoing publicity and fatality procedures. There was no further progress at this time.

*Action: Competitions Coordinator*

## **07/24 FAI ISC annual Plenary Meeting.**

The Delegate to ISC summarised the report provided to the Board by the Alternate Delegate, and was pleased to inform those present of the British Skydiving members now on the committees:

Tash Higman – Finance Secretary for ISC

Craig Poxon – Rules and Regulations Committee

Vana Parker – FS Committee

Rai Ahmed – Artistics event Committee

2025 FAI competitions were also agreed at ISC, as listed below:

FS & Artistics: – Teuge, Netherlands, 26<sup>th</sup> Aug to 3<sup>rd</sup> Sept

Speed: – Hohenems, Austria, 25<sup>th</sup> Aug to 30<sup>th</sup> Aug

CP: – Eloy, Arizona, 7<sup>th</sup> Sept to 14<sup>th</sup> Sept

which would be itemised on the agenda for the next meeting.

ISC Plenary dates:

2025 ISC Plenary: – Rome, 28<sup>th</sup> Jan to 2<sup>nd</sup> Feb

2026 ISC Plenary: – Riyadh, Saudi Arabia, 21<sup>st</sup> Jan to 25<sup>th</sup> Jan

## **08/24 Competitions Open Forum**

The Chair, speaking to the pre-circulated notes, highlighted that communication was key to the majority of negative feedback. The Chair, RG and LDG provided ways forward:

- EPC Newsletter
- HQ Newsletter incorporating competitions news
- Targeted emails to Nationals competitors

Travel insurance for those who wish to skydive overseas was also becoming an issue.

Tash Higman was in discussion with some potential insurance companies that may insure to the parameters required by British Skydiving.

Funding for athletes was discussed, and the consensus was that despite various funding models had been used:

- Funding only medal potentials
- Funding all to increase participation
- Grassroots to encourage new competitors

British Skydiving needed to recognise what was hoped to be achieved and develop a new strategy in order to achieve those results.

## **09/24 Domestic Competitions 2024**

### **9.1 British Skydiving Nationals in WS Performance and Acrobatic – Bid**

One bid received, from Sky-High Skydiving, circulated before the meeting. After due discussion the bid was agreed. Proposed AB, seconded MB.

*Carried unanimously*

The Secretary would inform Sky-High Skydiving of the decision and to confirm back the dates.

*Action: Competitions Coordinator*

## **9.2 Judge Availability for UKSL Meet 1 and GP CF Meets**

The Judges Coordinator reported the need to invite international judges or these competitions would require rescheduling or cancellation. The CF Nationals were also at risk as there was a shortage of British Skydiving judges. Those present discussed potential ways forward:

- Use of InTime remotely – not compatible as the file size is too large in CF
- Omniskore – currently working on an online system. TH would be testing the system and would ask to trial it out the Grand Prix. *Action: Tash Higman*
- Collating files to judge later – Not ideal as there could be no re-jumps or protests
- Pen and Paper – the judge was available for one day only so the competition would require completion in one day
- Cancellation – too early to cancel without all potential options being explored
- Time zones of the international judges and how this may affect availability  
There were European based FS judges, therefore, more flexibility with UKSL should these judges be available and willing to accept.

## **9.3 British Skydiving Nationals in CP and CP Freestyle, Skydive Pink, Klatovy, 8-11 August**

### **9.3.1 Admin charge from host DZ**

The request for €250 to host our Nationals to assist with the running of the competition, as had been charged to other nations holding Nationals at Klatovy, had no allocation from the budget but could be comfortably accounted for. MB proposed the payment of the fee. Seconded by AB. *Carried*

### **9.3.2 Request of judges attendance**

The host required British Skydiving to provide a list of judges that would be attending, with no mention that they would be judging the competition. LW indicated that she would be attending at her own expense, as British Skydiving no longer covered the costs for CP judges.

HL would make the host aware of LW's attendance and would provide the address details for the fee invoice. *Action: Competitions Coordinator*

## **9.4 British Skydiving Nationals in CF, Skydive Langar, 12-14 July 2024**

Just as last year overseas teams could enter the competition to be judged remotely by the judging team at Langar.

## **9.5 Competition Rules**

HL reminded those present that the FAI rules were due for release at the beginning of March, and that she was currently working on the admin section to send on with the technical section for their amendments before sending on to the Judges Coordinator for any further amendment. These were to be approved at an EPC meeting in April. However, UKSL 1, GP Accuracy Meet 1 and GP CF Meet 1 were taking place in May so an agreement by email or Teams meeting would be required to ensure their early release.

*Action: Secretary, all TEAs and Judges Coordinator*

## **10/24 International Competitions 2024**

### **10.1 Heads of Delegation and Team Managers**

A call for applications would be posted on social media shortly.

*Action: Communications Manager*

### **10.2 38<sup>th</sup> FAI World Championships in Style & Accuracy, 21<sup>st</sup> FAI World Championships in CF, 31 Aug – 6 Sept, Prostejov, CZE**

JS reported the dates were as originally published following the non-agreement of a proposal to change the date at the ISC Plenary. He added further that the two discipline competitions would be conducted at two different locations. The bulletin was due for release shortly.

### **10.3 10<sup>th</sup> World Championships in CP & 4<sup>th</sup> FAI World Championships in CP Freestyle, 19-24 Sept, Pretoria, RSA**

The date and location were agreed at ISC Plenary. It was recognised that all medical bills required payment at the point of treatment rather than claiming through the insurance process. Previously this had meant the Head of Delegation and competitor had paid through their personal finances to claim back on return to the UK. This was unacceptable.

It was asked that this item be moved to the Finance Committee to find a mechanism for payment in such circumstances.

News of water-based training was to be provided soon.

**10.5 FAI World Championships in FS, AE, WS and Speed Skydiving, 4-12 October, Crystal Coast Skydiving, Beaufort, N. Carolina, USA**

The competition was agreed at the ISC Plenary and the athletes had been informed.

**10.6 Sporting Licence Application**

Meghan Sheedy, of Membership Services spoke of the rising costs of postage and packaging plus the time taken to administer a Sporting Licence and that the fees no longer covered these costs. The consensus was that whilst only proof of entry to the FAI database was required competitors valued the stickers and some overseas DZs wished to see immediate evidence of the licence.

It was therefore agreed to raise the cost of application to £5. Proposed: AB, Seconded: TK. The Secretary would inform all those representing Great Britain in their chosen discipline at the earliest opportunity, to apply before 1 April 2024 when the new fee would be applied. ***Action: Competitions Coordinator***

**11/24 Judging Matters**

**11.1 Judges Open Forum**

It was clear from the notes that communication was believed to be an issue and those present would consider ways of improving this for both the committee and the judges.

**11.2 FAI Proposed Judges and Judges Nominations List – procedure change**

It was unfortunate that this year a judge had been missed from the Nominations List and despite the best efforts of the Competitions Coordinator and the Delegate to ISC no amendments could be made to the list, as decided at ISC Plenary. The current procedure had appeared robust, but by sending the list without contact details, to each individual FAI rated judge immediate confirmation of inclusion could be received before the list was sent back to ISC.

**12/24 EPC Budget and British Team Fund (BTF)**

HL was to liaise with the Head of Operations & Finance regarding the International teams and the costs involved. ***Action: Competitions Coordinator***

**13/24 Investment in Performance Working Group (IPWG)**

EPC recognised that the group had made good progress but had slowly wound down and not met in a number of months. The Chair would discuss the key findings with Mary Barratt – former Chair of the IPWG. ***Action: Chair***

**14/24 Action Plan & Performance Matrices – 1 Jul 2023 to 31 June 2024 and EPC Risk Register**

A request was to be sent to the directors to arrange a meeting specifically to bring the Action Plan and Matrices up to date and in line with the Risk Register. ***Action: Chair***

**15/24 Any other Business**

**15.1 Commercial Sponsorship**

AB had approached two companies that may offer sponsorship and reported on the pros and cons of both companies. Sponsorship would likely be to elite medal winners rather than British Skydiving receiving funds to allocate. AB would explore further. ***Action: Adrian Bond & Chair***

**15.2 Electronic Entry Forms**

Electronic entry forms were being compiled by the Communications Manager and Competitions Secretary. The forms would be one per discipline/event and would be shared with the host DZ. The Accuracy entry form, once compiled, would be shared with the Classics TEA. ***Action: Competitions Secretary & Communications Manager***

**16/24 Dates and Times of the next meetings**

The dates: Mondays 15 April, 10 June, Tuesday 27 August and Monday 11 November 2024 were agreed. The times were to be agreed with all participants of the EPC. ***Action: Competitions Coordinator***

The meeting then moved in-camera to discuss an item of AOB. Staff were invited to remain.

### 17/24 **Team Complaint**

Those present were disappointed to receive a complaint of perceived unfair treatment on entering a competition. The rules, pertinent to this situation, were under review, and were required to be applied consistently and fairly.

A letter was to be written to the host DZ to ask if they would consider refunding the team their jump fees but recognised that the rules had been applied correctly.

The meeting closed at 15:18

First published on 22/03/2024

Amended version published on 19/04/2024

## **British Skydiving Meets 2024**

Competition	Location	Date
<u>Grand Prix</u>		
CF Meet 1	Skydive Northwest	18-19 May 2024
CF Meet 2	Skydive Langar	15-16 June 2024
Accuracy Meet 1	Skydive Headcorn	18-19 May 2024
Accuracy Meet 2	APA	15-16 June 2024
Accuracy Meet 3	Skydive GB	13-14 July 2024
<u>UKSL FS 4-way and 2-way VFS</u>		
Meet 1	Skydive Northwest	4-5 May 2024
Meet 2	Sibson Skydivers	1-2 June 2024
Meet 3	APA	6-7 July 2024
<u>Nationals</u>		
CF	Skydive Langar	12-14 July 2024
Wingsuit Performance & Acrobatic	Sky-High Skydiving	27-29 July 2024
CP	Skydive Pink Klatovy	8-11 August 2024
Arts, FS 8-way and Speed	APA	17-19 Aug 2024
FS 4-way	Skydive Hibaldstow	31 Aug-2 Sept 2024
VFS 4-way & 2-way	Skydive Langar	13-15 Sept 2024
Accuracy	Skydive GB	27-19 Sept 2024

## Appendix A

**Table of Actions**

<b>Meeting date/item number</b>	<b>Item</b>	<b>Action Required</b>	<b>Action Owner</b>	<b>Supported by</b>	<b>Completion by</b>
Nov 2023: 93.1	14/24 Risk Register	List items for the register	Chair		Ongoing
Nov 2023: 93.2	17/24 Refund Policy	Produce guidelines	HoSTC	All EPC	Sept 2024
Nov 2023: 93.5	06.4 Trophy engraving font	Source the information and update the Safe Custody form	HoSTC	Competitions Coordinator	Completed
Feb 2024	06.4.2 FS 4way trophy	Circulate relevant emails to voting members of the committee	HoSTC	Competitions Coordinator	Completed
Feb 2024	06.4.3 Speed trophy	Circulate relevant emails to voting members of EPC	HoSTC	Competitions Coordinator	Completed
Feb 2024	06.4.4 Trophy Spreadsheet	Update of location, possession and capacity of the trophies for British Skydiving Nationals	HoSTC	Competitions Coordinator	Oct 2024
Feb 2024	06.5 British Skydiving Branded Items	Source the design and products available	Communications Manager	Competitions Coordinator	
Nov 2023: 93.8.2	06.7 Average score-based awards - CF	Review overall medal qualification for the 2024 CF rules	CF TEA	Chair of EPC	Apr 2024
Nov 2023: 094.2	06.8 Communication of British Skydiving meet start dates	Highlight the date for the start of the competition if different from the Final registration date	Communications Manager	Competitions Coordinator	Completed
Nov 2023: 97.1	06.9 Amendment of Forms 267 & 267a – Head of Delegation and Team Manager	Amend the Role Description and contract for the Head of Delegation and Team Manager to remove repetition and ambiguity	Compliance Officer	Competitions Coordinator	April 2024
Feb 2024	09.1 WS Nationals 2024	Inform of agreement and request confirmation from Sky-High Skydiving.	HoSTC	Competitions Coordinator	Completed
Feb 2024	09.2 CF – Omniskore online test	System test and request to Omniskore to use at CF GPs		Tash Higman	
Feb 2024	09.3.2 British Skydiving Nationals in CP, Klatovy	Provide host of the billing address for fee invoice, and inform them of attending British Skydiving judges	HoSTC	Competitions Coordinator	Completed
Feb 2024	09.3.3 Competitions Rules	Prepare the admin section to be circulated with the technical section for update, agreement and publication	Competitions Coordinator	TEAs Judges Coordinator Judges	ASAP – May UKSL and GPs 22 Mar 2024 all other rules
Feb 2024	10.1 Call for Heads of Delegation and Team Managers	Publish the call on social media platforms	HoSTC	Communications Manager	March 2024
Feb 2024	11.5 Sporting Licence Application	Inform GB representing competitors to apply for their Sporting Licence before the price increase	HoSTC	Competitions Coordinator	Completed
Feb 2024	12/24 IPWG	Chair to discuss key findings with the former Chair of IPWG	Chair	Chair	April 2024
Feb 2024	14/24 Action Plan, Performance Matrices and EPC Risk Register	Chair to email voting members of the committee to arrange a meeting to bring the documents up to date	Chair	EPC voting members, CEO	April 2024
Feb 2024	15.1 Commercial Sponsorship	Explore the potentials in order to compare details and how best these may fit British Skydiving.	Adrian Bond	Chair	April 2024
Feb 2024	16/24 Start and finish times of the upcoming meetings	Competitions Coordinator to email all involved as to the time preferences	HoSTC	Competitions Coordinator	ASAP