


Elite Performance Committee
Minutes of the meeting held on
Monday 15 April 2024 at 13.00
Virtual meeting over Microsoft Teams

Present: Voting	Wes Guest (WG)	-	Chair
Co-opted &	John Smyth (JS)*	-	Delegate to ISC, Vice-President
Non-voting*	Liz Warner (LW)*	-	Judges Coordinator
In attendance: 	Rai Ahmed	-	Arts TEA
Non-voting	Dave Crowhurst (DC)	-	Classics TEA
	Liam Domin-Goddard (LDG)	-	Communications Manager
	Helen Lucas (HL)	-	Committee Secretary & Competitions Coordinator
	Jeff Montgomery (JM)	-	HoSTC
	Jack Peploe (JP)	-	WS TEA
	Martin Reynolds (MR)	-	CP TEA
	Martin Soulsby (MS)	-	Vice-President
Apologies:	Adrian Bond (AB)	-	Vice-Chair
	Tim Gaines (TG)	-	VFS TEA
	Rob Gibson (RG)	-	CEO
	Tash Higman (TH)	-	Chair of Finance Committee

Item Minute

- 18/24 Quoracy**
 With only one voting member present the meeting was inquorate. Therefore, no decisions could be finalised.
- 19/24 Declarations of Interest**
 These would be listed under the relevant items as they arose.
- 20/24 Minutes of the meetings held on Monday 26 February 2024**
 The minutes had been published to the British Skydiving website and circulated with the agenda for information.
- 21/24 Matters arising**
- 21.1 14/24 - Action Plan & Performance Matrices**
 These would be made available shortly. ***Ongoing***
- 21.2 17/24 - Refund Policy**
 DZOs were to be engaged with at the next DZO meeting with the HoSTC and CEO.
- 21.3 6.4.4 - Trophy Spreadsheet**
 Work on the spreadsheet was to continue. ***Ongoing***
- 21.4 93.6 - Suitable Delegation Clothing**
 LDG was tasked to provide prices for the various top styles.
Action: Communications Manager
- 21.5 6.7 - Average score-based awards - CF**
 The Chair would discuss with the CF TEA to see if this were to be continued.

21.6 6.9 - Amendment of Forms 267 & 267a – Head of Delegation and Team Manager
Form 267a Role Description was to stay the same and not merged with 267 Duties and Responsibilities, which was to be signed by the Head of Delegations and Team Managers. Some amendments were still to be made and the form was to be circulated to the committee. [Obj]
Action: Competitions Coordinator

21.7 CF Omniskore test
The test had not yet taken place.

[Note. The Action would not be continued]

21.8 10.2 – Calls for Heads of Delegation and Team Managers
The call had been published on social media and several applications had been received. This item would be held in-camera later in the meeting.

21.9 12/24 – IPWG
A brief was required from the Chair of the IPWG. *Action: Chair*

21.10 15.1 – Commercial Sponsorship
The Chair thanked AB for his paper and asked for comments from those present. There were none. The Chair expressed that Archant were the preferred sponsor.

21.11 16/24 – Timings of the EPC meetings
The difficulty of attending daytime meetings by volunteers was recognised. Each meeting time would be decided on a meeting-by-meeting basis.

22/24 Domestic Competitions 2024

22.1 Judge availability for UKSL Meet 1 and two CF GPs
A solution to mitigate the impact of no available judges was to have celebrity coaches to 'judge.' Ways forward with a celebrity coach were:

- Any scores would not count towards the UKSL
- Only one set of results and awarded medals
- Unique circumstances need to be communicated out to all
- The draw would be drawn in advance
- Celebrity coach judging remotely
- Footage was required to be uploaded to the InTime scoring system.

The Chair would contact the coach and let them know of the arrangement.

Action: Chair

22.2 Speed TEA
Kiera Chapman had applied and been recommended by Mikey Lovemore. The Chair was content to recommend Kiera as Speed TEA.

22.3 IT Assistance at Nationals
LW commented that immediate support was required at DZ level. If from the DZ it would need to be that person's primary role. IT support was to be requested on an ad-hoc case-by-case basis. [Obj]
Action: Judges Coordinator

22.4 FS 4-way A and AAA trophies
Requests had been received regarding these trophies as both were full. One may just need the addition of a new base and therefore preserving the history. The consensus was that all the trophies need to be looked at and further details added to the spreadsheet.

22.5 Armed Forces Championships 15-19 July 2024 – use of judging equipment
A request for use had been received from Mark Bayada, which communicated that APA would cover damages, arrange pick-up and return of the equipment, and had the necessary insurance. As APA had proven safe keeping of the equipment it was deemed that agreement of the use was no longer required, and that APA would only have to put in a request which would be allowable if the equipment were not required elsewhere.

22.6 Sporting Licence Procedure
MS, speaking to his pre-circulated paper, proposed changes in the application process:

- New applicants – completion of Form 110: Sporting Licence Application and fulfilling the Proof of Nationality and/or Residency and payment of £5. Details from the proof documents added to the PIMS record e.g. Passport expiry date
- Renewal – Automatic renewal through a tick box on the Membership Renewal form with the possibility of it being added to the online renewal. Sporting Licence renewal was to be at no extra charge.

Sporting Licence holders must appear on the electronic Sporting Licence database, The FAI stickers had been obsoleted for a few years. RAeC had specifically produced the stickers for British Skydiving but this would be discontinued for 2025.

The consensus was that this was of benefit to all involved in the process.

23/24 British Skydiving Competition Rules

As the meeting was in-quorate the VFS, Arts, Accuracy and Speed rules could not be approved. The voting members of the committee would be emailed to give their approval. The TEAs were to be reminded to send their discipline rules in as a matter of urgency.

Action: Competitions Coordinator

24/24 International Competitions 2024

24.1 Competitor Contract

The contract was circulated to voting members to review. There were no comments, and the contract was deemed fit for purpose. HL would update the contract for the 2024 season. For circulation to Team GB delegation individuals

Action: Competitions Coordinator

24.2 38th FAI World Championships in Style & Accuracy, 21st FAI World Championships in CF, 31 Aug – 6 Sept, Prostějov, CZE

Bulletin 1 had been circulated to the Classics athletes by the Delegate to ISC. HL would circulate to all competitors. Those present noted the accommodation package offered would require payment from the competitor to British Skydiving to include when transferring the entry and sanction fees. HL would investigate the Preliminary registration date and the details required and would forward a copy to the Finance department for entry fee costs. [OOB]

Action: Competitions Coordinator

24.3 10th World Championships in CP & 4th FAI World Championships in CP Freestyle, 19-24 Sept, Pretoria, RSA

It was reported that the Head of Delegation would be provided with a corporate payment Credit card for use towards any medical charges incurred. Once the Head of Delegation was known the name would be provided to the Finance Committee.

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

Nothing to report currently.

25/24 Judging Matters

25.1 Judges Course

LW spoke to her proposal to run a consolidated National Judge Training Course to bring down the timescale of training the judges to one year which would assist British Skydiving becoming self-sufficient in judges for all disciplines. This would be a trial in the FS discipline initially, and that trainees would pay to attend the course, A few further tweaks were required and the Chair informed LW that it may potentially come under the Development Event Sponsorship programme and recommended she apply.

25.2 Judges Accommodation

It had been communicated that British Skydiving would not be arranging accommodation for the judges through an agency, and that they were to arrange their own. If expenses were outside of the £69 subsistence allowance receipts were to be attached to any expenses claim.

25.3 Judges Cost

This item was to be discussed outside of EPC due to the wider implications.

26/24 Bid forms 2025 and 2026

At the DZO SIG in January a suggestion had arisen to circulate the bid forms earlier in the year to assist the both the DZs and British Skydiving in their planning. A Director had also

asked whether it would be beneficial to include 2026 on the same form. JM suggested to raise it at the next DZO meeting that they have throughout the year.

27/24 EPC Budget and British Team Fund (BTF)

There were no comments on the circulated budget spreadsheet.

28/24 Action Plan & Performance Matrices – 1 Jul 2023 to 31 June 2024 and EPC Risk Register

There was no comment at this time.

29/24 Any other Business

29.1 Second FS TEA

The FS recommended a second FS TEA to assist in busy times. The Chair was happy to recommend and asked that this be set up as soon as possible.

Action: Competitions Coordinator & FS TEA

30/24 Dates and Times of the next meetings

The dates: Monday 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. Staff and TEAs were invited to remain.

31/24 Heads of Delegation and Team Managers

As the meeting was inquorate no decisions could be made but the Chair welcomed advice from the TEAs, the majority of whom had competed at international level. These recommendations would be put to the voting members of EPC via email.

Action: Chair & Committee Secretary

The meeting closed at 14:40

Published on 14/05/2024

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

1st Meeting date/item number	Item	Action Required	Action Owner	Supported by	Completion by
Nov 2023: 93.1	28/24 Risk Register	List items for the register	Chair	All EPC	Ongoing
Nov 2023: 93.2	21.2 Refund Policy	Discussion with DZOs at a DZO SIG meeting	HoSTC	All EPC	Sept 2024
Feb 2024	22.4 FS 4way A and AAA trophies	Obtain further details of the trophies in order to ascertain	HoSTC	Competitions Coordinator	Ongoing
Feb 2024	21.3 Trophy Spreadsheet	Update of location, possession, and capacity of the trophies for British Skydiving Nationals	HoSTC	Competitions Coordinator	Oct 2024
Feb 2024	21.4 British Skydiving Branded Items	Source the design and products available and circulate pricing	Communications Manager	Competitions Coordinator	Ongoing
Nov 2023: 93.8.2	21.5 Average score-based awards - CF	Chair to discuss with TEA as to whether to continue this item	Chair of EPC	CF TEA	Apr 2024
Nov 2023: 97.1	21.6 Amendment of Forms 267 & 267a – Head of Delegation and Team Manager	Amend contract	Competitions Coordinator	HoSTC	Apr 2024
Feb 2024	23/24 Competitions Rules	Gather all rules for agreement and publication	Competitions Coordinator	TEAs Judges Coordinator Judges	ASAP – May UKSL and GPs 22 Mar 2024 all other rules
Feb 2024	22.6 Sporting Licence Application procedure	Implementation of new procedure if adopted	Martin Soulsby	Chair	2025
Feb 2024	21.8 IPWG	Chair to discuss key findings with the former Chair of IPWG	Chair	Chair	June 2024
Feb 2024	28/24 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	June 2024
Feb 2024	21.9 Commercial Sponsorship	Committee agreement of sponsor	Adrian Bond	Chair	April 2024
Feb 2024	30/24 Start and finish times of the upcoming meetings	Competitions Coordinator to email all involved as to the time preferences	HoSTC	Competitions Coordinator	ASAP
Apr 2024	31/24 Heads of Delegation & Team Managers	Evote by voting members of EPC to agree the Heads of Delegation and TEam Managers	Chair	Competitions Coordinator	April 2024