

## Agenda for the meeting of Council

On Tuesday 10 September 2024 at 18.00 hrs via Microsoft Teams

Item	Task	Business	Lead	Preread
1	I	<b>Apologies for absence</b>	Chair	-
2	I	<b>Declarations of interest</b> Any member of the Council with a personal, financial or material interest must declare it at the appropriate item and abstain from the discussion and any associated vote.	Chair	-
3	I De	<b>Minutes of previous meetings</b> 3.1 Minutes of the meeting held 25.06.2024 – Electronically approved on 21.07.2024 and published to the website 22.07.2024 3.2 Draft Minutes of the meeting held 30.07.2024	Chair	3.1 Minutes from 25.06.2024  3.2 Draft Minutes from 30.07.2024
4	I	<b>Matters arising from meetings on 25.06. 2024 and 30.07.2024 not covered elsewhere on the agenda</b>	Chair	See Action Sheet below
5	I	<b>2023 – 2024 Investments</b>	Treasurer David Ryley	5.1 Investment paper 5.2 Quarterly SJPP Report 5.3 Flagstone Summary
6	I	<b>Strategic Plan</b>	Chair	6.1 Strategic Plan
7	I De I	<b>Governance Recommendations - Implementation Plan</b> 7.1 Update 7.2 Schedule of Delegation 7.3 Chair, VC, SID Responsibilities	Rob Hartley Lise Moore Chair	7.1 T Verbal Update 7.2 Schedule of delegation 7.3.1 Chair VC SID Responsibilities 7.3.2 Chair, VC SID responsibilities
8	De	<b>Sport NI Recognition</b>	Rob Hartley	8.1 Northern Ireland recognition
9	Di	<b>RAeC Delegate Report</b>	Martin Soulsby	9.1 RAeC Report
10	De De	<b>Risk Strategy Working Group</b>	Tony Crilly	10.1 T&F Group ToR 10.2 Risk Statement proposal 10.3 Risk Statement

11	I	<b>IN CAMERA</b> <b>Consolidated Risk Register</b>	Treasurer / CEO	11.1 Risk Register
12	De	<b>IN CAMERA</b> <b>Report from CEO</b>	CEO	12.1 CEO Paper 12.1.2 Appendices 1-5 12.2. BPA CRM
13	I  I  De I  I  I I I I	<b>Reports from Committees of Council</b>  <b>13.1 Finance Committee</b> 13.1.1 Management accounts & membership stats 13.1.2 Minutes from the meeting 20.05.2024  <b>1132 Safety and Training Committee (STC)</b> 13.2.1 Operation Manual amendments 13.2.2 Draft STC Minutes 01.08.2024 13.2.3 Accepted STC Minutes 06.06.2024  <b>13.3 Élite Performance Committee (EPC)</b> 13.3.1 Minutes from the meeting 10.06.2024  <b>13.4 Member Development Committee (MDC)</b> 11.4.1 Minutes from the meeting 04.07.2024 11.4.2 Minutes from IDE 12.06.2024 11.4.3 Draft Minutes from IDE 31.07.2024 11.4.2MarComs update	Treasurer   STC Chair  EPC Chair  MDC Chair	13.1.1 June management a/cs 13.1.2 Minutes  13.2.1 Ops Manual Amendments 13.2.2 minutes Draft 13.2.3 Accepted minutes  13.3.1 Minutes 10.06.2024  13.4.1 Minutes 04.07.2024 13.4.2 IDE Minutes 12.06.2024 13.4.3 IDE Minutes – Draft 31.07.2024 Verbal update
14	I	<b>Sustainability Working Group</b> Update	Craig Poxon	
15	I	<b>A.O.B.</b>	Chair	
16	I	<b>Date of next meeting</b> In person meeting 26.11.2024 at HQ with training	Chair	

### Actions From Board Meeting: 30 April 2024

Item	Action	Action Owner	Date Due
17/24	To Inform RAeC of the name of the Delegate Elect to ISC	Lise Moore	June 2025
18/24	To prepare a report on the process of selecting a charity partner	Rob Gibson	Nov 2024

### Actions From Board Meeting: 25 June 2024

Item	Action	Action Owner	Date Due
49/24	Complete a Skills Audit for findings to be added to Board Succession Plan, and inform priorities in recruitment for 2025	Directors	10 September 2024

49/24	Prioritise the skills and expertise identified above in the recruitment for INED & NED roles for 2025 intake	Mary Barratt	20 September 2024
49/24	Use an Annual Skills Audit to capture current and potential distribution of skills and expertise within the Board Succession Plan. This should be supported by a 5-year cycle of Skills Audits conducted by an external body	Rob Gibson / Lise Moore	Annually
49/24	Use the Board Succession Plan to inform recruitment for INED & NED roles beyond 2025 by identifying current and future gaps in skills and expertise	Mary Barratt / Rob Gibson / Chair of Nominations Committee	Annually
49/24	Provide a Volunteer Strategic Road Map developed by the Operations team	Rob Gibson	20 August 2024
49/24	Board member in-person training for 2025 to include a workshop on improving our approach to succession planning	Mary Barratt / Rob Gibson	In-person Board meeting early 2025
49/24	Review the suggestion that the Succession Plan Matrix is published to the membership	Mary Barratt	20 August 2024
49/24	Nominations Committee to draft a revised Terms of Reference, to be agreed in principle by the Board and then implemented following the membership's acceptance of proposed changes to Articles of Association at AGM 2025	Nominations Committee	5 November 2024
49/24	Make amendments to the <i>Articles</i> as necessary, to encompass the changes agreed	Rob Gibson	For AGM 2025
49/24	Take proposed changes to the <i>Articles of Association</i> to the membership for acceptance where required	Mary Barratt	For AGM 2025
49/24	Draft the proposed changes of the number of INEDs to the <i>Articles of Association</i>	Rob Gibson	For AGM 2025
51/24	<a href="#">Meet to further explore matters raised in the discussion</a>	Rob Gibson / Rebecca Bradley	By end of 2024
54/24	<a href="#">For the new Terms of Reference draft template to be proofread and a link to our definition of a conflict of interest added. The document can then be circulated to the Committee secretaries so that all Terms of Reference can be updated using the template</a>	Lise Moore / Mary Barratt	28 June 2024
54/24	<a href="#">Update Directors via e-mail on NFTO Matter</a>	Rob Gibson	Ongoing
54/24	<a href="#">Feed the KPIs into the Strategic Plan for the next Board meeting</a>	Mary Barratt	20 August 2024
55.2/24	Circulate updated Terms of Reference for STC and Riggers Subcommittee to Directors for an e-vote	Lise Moore	9 July 2024

55.4/2 4	The suggestion of clear guidance and published MDC meeting dates to be discussed further at next MDC meeting	Karl Kojro	4 July 2024
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### Actions From Board Meeting: 30 July 2024

Item	Action	Action Owner	Date Due
60/24	To look for precedents when Directors have been named in the minutes when they have voted against a proposal.	Lise Moore / Craig Poxon	10 September 2024
61/24	To prepare a long-term strategy of how option D will see the Board and Committees selected and run and include details of the skills and experience required for the make-up of the Board	Governance Task and Finish Group	31 October 2024
62.1/24	For the CEO to ensure that all DZOs are included in the DZO SIG WhatsApp group and that DZOs are kept informed by email so that none are left out of the loop on significant matters.	Robert Gibson	9 August 2024
62.1/24	For the CEO to circulate an invitation to all Directors for the next GoSkydive Task and Finish Group meeting.	Robert Gibson	9 August 2024