



**British Skydiving**  
5 Wharf Way, Glen Parva  
Leicester, LE2 9TF

011 6278 5271  
[info@britishskydiving.org](mailto:info@britishskydiving.org)  
[britishskydiving.org](http://britishskydiving.org)

## Member Development Committee (MDC)

Minutes of the meeting held on

**Tuesday 11 May 2021 at 18:00**

Virtual meeting via Microsoft Teams

<b>Present:</b>	Mark Bayada	-	Chair
	Mary Barratt		
	Alex Busby-Hicks		
	Robert Hartley	-	INED
	Kate Lindsley		
	Robert Spour		
<b>In attendance:</b>	Tony Butler	-	Chief Operating Officer (COO)
	Lise Moore	-	Finance Manager
	Jeff Montgomery	-	STO
	Martin Soulsby	-	Vice President
	Ratul Ahmed	-	Artistics TEA
	Liz Ashley	-	Editor, Skydive the Mag
	Craig Poxon	-	Chair of Council
	Martin Shuttleworth	-	Secretary
	Eleanor Southworth		
	Joanne Shaw	-	INED
<b>Apologies:</b>	None Received		

---

### Item Minute

- 15/21**      **Minutes of the previous meeting**  
The minutes of the meeting on 9 February had been approved electronically by the Committee as a correct record and had been published.
- 16/21**      **Declarations of Interest**  
Declarations of any conflict of interest would be taken at the relevant item.
- 17/21**      **Report from the Coaching Roadshow Working Group**  
Mary Barratt (WG Chair) summarised the paper circulated with the agenda on progress made by the working group. A questionnaire had been sent to A licence holders about their development needs and the result would be used to produce an infographic for social media and the website. Skills coaching roadshows were being reshaped as development events which had a wider range of subject matter, target audiences, and of those who could deliver them - it would no longer just be sponsored athletes. This year around five pilot studies would be run at a cost of up to £1,500 per event. An information sheet and application form had been sent to two potential applicants so

*Patron: His Royal Highness The Prince of Wales*

*Affiliated to The Fédération Aéronautique Internationale through the Royal Aero Club of the United Kingdom.*

*British Skydiving is the trading name of British Parachute Association Ltd. A company limited by guarantee. Registered in England & Wales no 875429. Registered office: 5 Wharf Way, Glen Parva, Leicester LE2 9TF.*



far, and would be made available to others who were interested and to/through PTOs who would be encouraged to host the events. The pilots would help to refine the criteria for such events, with a view to launching the new system in July 2022. The working party was continuing to develop material that would wrap around the events including a pre-event information pack and post-event feedback strategies.

The Chair said that development events and advice should also be available to meet the needs of B and C Licence jumpers.

A member of MDC would become the point of contact to co-ordinate the programme and oversee these events.

The Chair thanked Mary Barratt and her working party for their hard work.

**18/21**

**Report from the Coaching Structure Working Group (CSWG)**

Martin Soulsby (WG Chair) had circulated a written report on the CSWG with the agenda. The Working Group was being expanded with a number of experienced coaches.

The Learning Management System of UKCoaching attracted annual fees and may not be the best solution for us. For the FS coach rating, training material was being re-written as pdfs with hyperlinks to various external content from UKCoaching and a knowledge check at the end of each module. Our charges to each candidate for this material were likely to be around £12-£18, to cover the user fee to UKCoaching. Training providers would set their own charges.

The aim was to create a community of coaches that would feed into an annual update cycle for the training material.

Training for the advanced coaches rating and elite coaches rating would be managed centrally, and arrangements for these had yet to be defined.

There was an underspend of £5K on this year's budget for the Working Group, which it asked MDC to include in its budget request to Council for the next financial year.

**19/21**

**Report from the Equality, Diversity and Inclusivity Working Group.**

Mary Barratt (WG Chair) gave a verbal report from the Equality, Diversity and Inclusivity Working Group.

The WG had developed a 5-year plan on which feedback was invited.

Progress so far included a document that set a visual standard for British Skydiving, a marketing and communications plan, and a guide to useful terminology for PTOs, instructors, etc.

After discussion it was agreed that the WG would prepare a checklist for material published by British Skydiving, which would include use of terminology and the visual standard.

Mary Barratt would liaise with Liz Ashley outside the meeting on a visual statement with dates to be included in the June issue of the Mag, which was due for sign-off in two weeks.

This year's 'uncover your potential' event co-ordinated by Kate Lindsley would be British Skydiving-branded. It would involve Angie Aragon from the USA. Budget would be sought for EpicTech to video the event. Kate Lindsley said a number of satellite events were planned at different PTOs.

**20/21**      **Member Journey Working Group**

Eleanor Southworth was chairing this WG, which had not yet met because of the high level of activity of other working groups with which she and others were involved.

**21/21**      **Anniversary Boogie**

Alex Busby-Hicks said more time was needed to organise this properly, so it would now be delayed until the 65<sup>th</sup> anniversary in 2026. He would discuss the matter with the MDC Chair and report back to the next meeting.

**22/21**      **Communications to members and beyond**

**22.1 Skydive the Mag**

Liz Ashley gave a verbal update on the magazine. Advertising continued to be down for June, resulting in a thinner Mag.

**22.2 Starter Mag**

Content for the Starter Mag, rebranded as British Skydiving, had been updated a year ago but it had not been reprinted because of the Covid pandemic. It now needed a further update. The choice of cover image was important for the message it sent about inclusivity.

After discussion it was agreed to explore the possibility of a digital-only Starter Mag without DZ advertising that could be e-mailed to students via PIMS. Craig Poxon would liaise with the Editor and others to determine whether the contractual position with Warners would allow for digital-only publication.

**23/21**      **Budget**

The Chair would liaise with the WG Chairs to formulate an MDC budget request to Council, including this year's £5K underspend by CSWG (minute 18). Funding for 'uncover your potential' (minute 19) was ring-fenced. He would circulate the draft budget request for an e-vote by members of MDC.

**24/21**      **Technical Excellence Advisers (TEAs)**

The Chair said he saw the main contribution of TEAs as being to bring their knowledge and expertise to the working groups, although they were welcome to attend MDC meetings if they wished.

**25/21**      **Date of next meeting**

Tuesday 10 August at 18:00.

With no further business, the meeting closed at 19.03 (duration 1 hr 3 mins)