

Council Meeting Synopsis

DATE:

21st February 2026

START TIME:

08:50

LOCATION

Online via Teams

IN ATTENDANCE:**COUNCIL MEMBERS**

Dave Bell, Catherine Haworth, Michelle Haywood, Samantha Holgate-Davey, Emma James (Hon Sec), Sophie Rennie (NDO), Lisa Shafe, Andy Shenstone (Chair), Mary Tetley (CEO), Yasmine Thorn (Vice Chair)

VICE PRESIDENTS

Jane Maddocks (JM), Tony Marshall (TM), Brian Cumming (BC)

HQ COLLEAGUES

Wendy Meadows (COO) (WM)

INVITED GUESTS**APOLOGIES**

Harry Gould (Life Vice President), Sophie Heptonstall (HoDT), Richard Pettifer (Honorary Treasurer), Carline Deal

Note-taker: Pam Roberts

Item 1. Welcome & Opening Administration

- a. AS welcomed everyone to the meeting.
- b. EJ agreed to create the members' synopsis.
- c. November Minutes were approved, with no feedback or comments.
- d. Conflicts of Interest – None noted.
- e. AOB – none were raised.
- f. Wendy Meadows (WM) was present as HQ representative.

Item 2: Actions from previous meeting

EJ went through the previous actions list and noted those closed or ongoing.

Chair's Update

AS reminded everyone that the overriding priority was to ensure BSAC's long-term sustainability. He thanked everyone for their engagement regarding the development of the strategy and as regards Council effectiveness. He then reviewed the focus and key topics of his fortnightly meetings with the CEO. Turning to governance items, a Director had resigned since the last Council meeting, however no immediate action was required as Council remains quorate. A Special Resolution put forward by a member, the board have agreed, would have a very serious and negative impact on the effectiveness and efficiency of BSAC's governance. This had been communicated through Scuba (digital and print edition), and the BSAC website. Arrangements for the upcoming election were reviewed. It was agreed to appoint a second Independent Director following the recent resignation of the previous incumbent due to conflicting priorities. AS also noted that a new Audit Chair is required, which would be pursued by the Honorary Treasurer.

CEO Report

Sport80 – MT outlined progress being made in managing the implementation of the new AMS, which includes weekly meetings with Sport80. Much is being done to help clubs' use of the AMS; 85% of club officers have so far logged into Sport80; 75% of instructors have logged into the system. Work is being done to facilitate easy payments via direct debit. MT previewed a "Coming Soon" page for the platform which includes a New Events module, with an improved look and feel, designed to help present courses more effectively.

In summary, MT said that users seem to be more familiar with the functionality of Sport80, there are fewer tickets being raised, and any issues were being worked on for on-going improvements.

HoDT Update – MT reported on progress being made in strategy projects, including the rewriting of IFC, improvements on collating the Incident Report, and work to make snorkelling courses more accessible.

MT informed council about Project Diving, which links into the environmental aspect of BSAC's activities. There is a project in North Wales focussing on snorkelling which is moving forward positively. In addition, the Marine Champions scheme has taken off well, with workshops, presentations and information sharing ongoing.

Other matters included enhanced safety communications, upcoming festivals and the development of courses.

Strategy Updates – Significant activity: Marine Champions; University evening; Member benefits; Dive Show; Awards Ceremony; new marketing platform, DotDigital; new look for BSAC communications overall

Risk Register – to include additional lines to monitor and others removed as BAU.

BSAC IP – discussion on clarity for staff and volunteer agreements relating to any IP contributions being vested in BSAC.

Disciplinary Policy

CH gave update on the review of the Disciplinary Policy, some additional points had been raised and another updated version of the policy would be presented for review before the April meeting.

BSAC, Telford's Quay, South Pier Road, Ellesmere Port, Cheshire CH65 4FL
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UK National Governing Body for scuba diving and snorkelling

British Sub-Aqua Club – reg no. 1417376. VAT reg no. 523 0004 17. President: HRH The Duke of Cambridge KG, KT, PC, ADT.

Election and AGM 2026

MT shared the list of candidates for the 2026 council posts:

- EJ is unopposed as Honorary Secretary
- YT is unopposed as Vice Chair
- 7 nominations for 2 council positions

Hustings will take place on April 22nd at 7pm online.

The Special Resolution put forward by Edward Haynes (EH) summarised again by AS, and unanimously voted that the proposal was not in the best interests of BSAC.

MT presented the timeline of the election process, leading up to the AGM in June, and outlined different approaches to encourage engagement and increased voting at the election.

Scuba Magazine

There was a general discussion on the role of Scuba magazine, its editorial, vehicle of communication to members, and its importance as added value to membership. Agreed to run a membership survey to solicit further feedback.

Year End 2025

WM gave a presentation on Year End 2025, which included the KPIs, costs, overall performance and balance sheet.

Sub-Committee Reports

- Rights, Licensing and IP.
- NDC – SR said it had been quiet over winter and there was nothing to add to her report.
- People & Culture/Nominations – new chair required as LS steps down in June, the review of the Council's Code of Conduct ongoing, with feedback to be incorporated.
- Environment – Chair Katherine Knight would be at the Dive Show, and there were upcoming meetings planned with potential fundraisers.
- Disciplinary – covered in agenda.
- Strategy – covered in agenda.

Item 10: AOB

No items were raised.

MEETING CONCLUDED

12:50

NEXT MEETING

25TH APRIL 2026 – ONLINE VIA TEAMS

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