

## **Synopsis of online BSAC Council meeting of 21 January 2023**

### **Actions and standing items**

Actions arising from past meetings were reviewed, with those concluded shown accordingly on the action tracker. Those not concluded were flagged for future action as necessary.

The chairs of the various sub-committees gave a brief update on business conducted. Items of note included:

- Audit; An individual had been appointed as the new chair for a maximum period of two years during which time a successor was to be identified. Consideration was to be given to adding risk to the Audit Committee brief. The Finance department was supporting the new audit committee chair to aid understanding
  - Disciplinary; guidance for complaints published on the website is being actively referenced. BSAC procedures were to be adhered to.
  - Nominations committee was applying a recent skills audit to identify potential committee members. Unsuccessful applicants to Council were being considered for appointment to committees, where the skills requirements were met.
  - Strategy; The first phase of the AMS project is progressing well thanks to the HQ IT department. Business change was being supported by technological change. This is also being picked up by NDC. Implementation of phase 2 of the strategy is underway reviewing priorities and KPI's. This year is a transformational change year with work on the AMS being a priority
- ® The Articles of Association for each of BSAC Ltd and BSAC International Ltd were to be reviewed. A verbal update was provided with more substantive report to follow.

### **Strategic focus – Diving and Training:**

Council received a presentation and discussed:

- EDI with an increasing uptake of e courses.
- Increasing take up of E choices with courses being better attended.

Council noted the pleasing number of activities delivered.

### **AMS/CRM:**

The Hon Treasurer gave a comprehensive overview of the work of the group looking at the AMS/CRM, covering:

- Server replacement
- Process transformation
- Management systems

Council considered the work of the group, approach and strategy to be well thought through, appropriate and based on a sound rationale.

Thanks were extended to HQ IT department which had worked tirelessly to ensure changes progressed without a hitch.

The Hon Treasurer was to produce sensitivity analysis on the 2023 budget proposal.

#### CEO Report

The CEO presented their Council update covering the main KPIs. Notable matters were:

- Dashboards –End of year membership target exceeded and 2022 was a year of membership growth with membership retention improving.
- November financial information indicated BSAC was on target overall to achieve the financial targets set.
- The recruitment of female OWIs is an area which is being focussed on in 2023 along with young people recruitment
- There are some notable successes with recruiting younger members with the launch of the App and diversification in social media streams; both proving popular with university students. A different approach to universities was to be implemented.
- The CEO presented the risk register. The cost-of-living crisis was one of the recorded risks. Several initiatives had been used to mitigate this through offers, especially to students; pool sharing was also being promoted. Support was to be given where pools had closed or at risk of closure.
- The CEO reported that the App had gained momentum with Phase 2 about to launch. Phase 3 is already underway.
- BSAC's 70th Anniversary – The CEO updated Council on the progress towards the 70th anniversary projects. The environmental projects would link well with our Patron's environmental focus.

#### Council Skills Audit:

The Hon Secretary thanked Council members for completing the audit document. This would be used to inform future recruitment to Council in 2023.

#### BSAC International:

A Paper proposing the updating of the Articles of Association was agreed.

The next meeting will be face to face on Saturday, 18<sup>th</sup> March 2023.