

## **Synopsis of online BSAC Council meeting of 17<sup>th</sup> September 2022**

### **Actions and standing items**

All extant actions arising from prior meetings were reviewed on the action tracker; closed, confirmed as addressed through prior agenda items or flagged for future action as necessary.

Subcommittee chairs reported on business conducted, items of note included:

- Audit; a new Chair is in the process of being appointed.
- Disciplinary; guidance for complaints published on the website is being actively referenced.
- Environment; working with DEFRA on 5 specific areas for marine life protection. Also reported were recent concerns about the pollution problems in coastal areas.
- Nominations; will be using a recent skills audit of Council to inform the recruitment strategy for future members.
- Strategy; The group is now looking at the AMS project and is keen to ensure that business change accompanies the technology element. This is also being picked up by NDC.
- People & Culture; working on performance management process for staff.

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

Council received a presentation and discussed:

- EDI and a disappointing uptake of those completing the EDI on-line course.
- Coaching and a disappointing level of follow-up by some BSAC Centres and Branches.
- Challenges in resourcing some ITS Events.

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.

### **Audit and Risk:**

Council reviewed the scope of the Audit Committee in the context of strategic risk. Council identified the need to engage with risk on a more systematic basis and for the CEO to provide a focussed update on risk management on an ongoing basis.

### **CEO Report**

The CEO presented the current dashboards covering the main KPIs. Notable matters were:

- Dashboards – showed BSAC was on target to hit the membership target for year end.
- BSAC was on target overall to achieve the financial targets.
- The recruitment of female OWIs was not progressing as desired.
- 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.
- 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.
- The CEO reported that the App had gained momentum and funding for phase three was requested. Council approved the funding request.
- 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.

#### Management Information

The COO gave an update on an insurance case that had been settled. The sales figures and budget vs actual were also presented and were forecast to be in line with budgeted targets.

#### Council Skills Audit:

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

#### International:

A Paper proposing the TOR for the International Committee was agreed. On related items the Chair reported that:

- He would continue to work with BSAC Korea on the terms of a future agreement
- BSAC had revised the agreement with the Egypt franchise.

Council approved these arrangements.

#### DONM

The next meeting will face to face to take place over 19-20 November 2022