

Minutes of WWS Board Meeting

9 March 2023 @ 8.00pm

Location: Zoom Videocall

Item	Action
<p>1. Welcome & Apologies: Present - Kevin Lochhead (KL) (Meeting Chair); Liz Anderson (LA) - Secretary; Stuart Baillie (SB); Karen Cornwell (KC); Kim Johnston (KJ); Ali Brotherton (ABr) – DC; Chris Heron (CH) – DO; Calum Reid (CR) – COO.</p> <p>Apologies – Carole Cooney (CC); Oliver Jessop (OJ); John Radford (JR); Derek O’Riordan (DO) – sportscotland.</p>	
<p>2. Standing Items</p> <p>2.1 Conflicts of Interest – No new conflicts.</p> <p>2.2 Risk Register – No updates.</p> <p>2.3 Child Protection and Wellbeing – KJ provided a written report ahead of the meeting. Key points:</p> <ul style="list-style-type: none">• Quality Assurance Framework: Green Rating with No Concerns• An SGB Board Lead Group has been established.• COO has renewed CWPS and CWPO Training. <p>2.4 Record of decisions agreed on outside meetings:</p> <ul style="list-style-type: none">• The Town Loch NTS Super Air Nautique 210 is to be sold. It is anticipated this will be at no loss to the organization.	
<p>3. Minutes of Previous Meeting</p> <p>3.1 Minutes of the previous meeting were unanimously agreed upon.</p> <p>3.2 An updated version of the Staff Work Plan was provided ahead of the meeting. There were no questions.</p> <p>3.2 The Action Log was reviewed and will be updated with this meeting's removals, additions and edits.</p>	CR
<p>4. DC Update</p> <p>AB provided a written report ahead of the meeting. See the appendix for key points.</p> <ul style="list-style-type: none">• KL suggested that the work on driving standards be shared with BWSW	CR
<p>5. DO Update</p> <p>CH provided a written report ahead of the meeting. See the appendix for key points. CH provided a further verbal update:</p> <ul style="list-style-type: none">• Town Loch NTS has been awarded funding from Friends of Tournament to support the introduction of trick skiing during the Backyard Slalom Series events.	
<p>6. Chair Update</p> <p>KL provided a verbal update:</p> <ul style="list-style-type: none">• KL thanked everyone for their continued efforts between meetings.• Weekly COO meetings between CR & KL continue.	

<p>7. COO Update CR presented a written report ahead of the meeting. See the appendix for key points. CR provided a further verbal update on one specific point: 7.1 Anti-Doping:</p> <ul style="list-style-type: none"> • UKAD Assurance Framework: CR has been working through the annual submission process to confirm our ongoing compliance. This will be submitted shortly. • Education Strategy and Plan: Our main role is to support BWSW and to share general educational messages with our members, which we have been doing. It was agreed that we could do more to signpost relevant athletes to online athlete e-learning. • Training: KC has completed online training and attended networking events. 	<p>CR/KC</p>
<p>8. Finance Update SB provided a written report ahead of the meeting. SB provided a further verbal update:</p> <ul style="list-style-type: none"> • Confirmation Statement has been submitted. 	
<p>9. NTS Management Committee Update CH presented a written report ahead of the meeting (see 5. DO Update).</p>	
<p>9. sportscotland Update No Update.</p>	
<p>10. AOB None.</p>	
<p>Next Meeting</p> <ul style="list-style-type: none"> • Board Meeting: 18 May 2023; 8pm • Board Meeting: 20 July 2023; 8pm 	

Appendix

Key Points from DC Report:

- Development of **Observer/Helper Training resource** is almost complete.
- Attended **Judges Training Course**.
- Continued Work on **Minimum Standards for Beginner and Wakeboard Driving** following the Driver Development Working Group.
- Developed **Learn to Drive** Lesson Plans with DO.
- Ran one SBD Course.
- Preparation for shadowing/assisting **Level 1 Coaching Course** delivery.

Key Points from DO Report:

- Town Loch **winter operations** continue Wednesdays and Saturdays.
- **Christmas Gift Voucher sales** have been strong.
- **Waterski Judges Course** successfully delivered.
- **Level 1 Coaching Course** confirmed.

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- **Backyard Slalom Series** event dates confirmed and added to EMS.
- Engagement with **Friends of Tournament** continues to arrange **2023 Development Day**.

Key Points from COO Report

- Attended **CWPS and CWPO Training**.
- 23/24 Outcomes Agreed with **sportscotland**.
- Charied 2nd meeting of the **Driver Development Working Group** and progressed work on Driving Standards.
- **Unsuccessful** in our funding application for a water safety-focused **schools engagement programme**.
- We remain on track to achieve all our **Annual Outcomes** agreed upon with **sportscotland**.
- The **Off-Season Work Plan** has now been reviewed and updated for the DO, DC and COO.

Minutes taken by Calum Reid
09 March 2023