

BRITISH MOUNTAINEERING COUNCIL

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CLUBS COMMITTEE

Minutes of the Clubs Committee meeting held in Puckrup, Tewksbury, on Saturday 9th June 2018.

Present: Chair Fiona Sanders (FS) *National Clubs*
Secretary Jane Thompson (JT)

Trevor Smith (TS) *co-opted*, Peter Salenieks (PS) *Cymru South*, Philip Wilson (PW) *South West*, John Farrow (JF) *Huts Group link*, Rik Payne (RP) *Exec Committee*

Skype: Andy Potter (AP) *Midlands*, Mike Spooner (MS) *Student rep*, Peter Barrans (PB) *Yorkshire*,

Apologies: Oliver Birkill (OB) *National Clubs*, Mike Jimenez (MJ) *Student rep*, Sherry Macliver (SM) *London & SE*, Dave Brown (DB) *Peak*, Mark Anstiss (MA) *North East*, Richard Toon (RT) *North West*

1. Welcome and Apologies for Absence

- 1.1 Rik Payne was introduced as the new rep from the Executive Committee. -

2. Conflicts of Interest

- 2.1 No conflicts stated

3. Confirmation of Minutes of previous meeting

- 3.1 The minutes were accepted

4. Matters Arising not on the agenda (Action List)

- 4.1 The list was updated accordingly . see end of minutes

5. Notice of any other business

- 5.1 Succession Planning - FS

6. Using Teamwork

- 6.1 The Committee were asked about their views on Teamwork as it had been agreed at previous meetings to keep a regular check on appropriateness of the system. The following points were noted
- a) Having access to the regular email updates from PS is incredibly useful. -
 - b) It would be good to have the actions on the system, with reminders to members set in to it. JT
 - c) Some members required additional training to understand Teamwork better. PS & JT to arrange for training at the September meeting. PS & JT
 - d) A chat function would be useful -
 - e) An archive function would be useful. It was noted that this could not be expected to hold historical content, but would start with the current content. -
 - f) A single platform holding all of the above would be preferred (i.e. filing system, archive function, chat, etc.) -
 - g) A video conferencing facility is needed . regardless of the platform
 - h) FS to represent these views to National Council as investment would be

	required to implement them.	FS
	i) This area of work would form part of the role of the new IT rep	-
7.	National Council (report from February & April meetings)	
7.1	PS attended the April meeting on behalf of the Clubs Comm, he has posted a paper on Teamwork with a summary of the meeting.	ALL
8.	National Council (items for the June meeting)	
8.1	<p>The need for a Code of Conduct was discussed at length, however, it was noted that the draft code is only in its first draft and has not been reviewed by National Council as time ran out at their April meeting. The draft had only been circulated to those on National Council.</p> <p>The committee agreed that the previous code is out of date and most members are unaware it exists. It was agreed that Clubs Comm is supportive of the need for a new version.</p> <p>It was also agreed that it needs time to produce, with an understanding that it will further evolve over time, plus that it should be produced in line with the new Code of Ethics. It should be part of the phase 2 developments and aligned to future strategy, but with a small part produced after the AGM to include a few key statements.</p> <p>FS to report these views to National Council</p>	FS
9.	BMC AGM	
9.1	<p>It is a BMC-wide decision to promote Option A as it is the National Council & Exec approved option and the best option for the organisation - communications have gone out and will continue to go out to members about it.</p> <p>No communications have been sent out about the President vote as neither National Council nor Exec has a position on a preferred candidate.</p>	
9.2	<p>FS reported that she and PS had met prior to the meeting to agree to send out a survey to clubs asking on their views on key areas. This would take place after the AGM and link to the work streams that National Council needs to agree. The draft work streams are - Strategy & Vision; Membership Accountability; Stability; Operations; Organisation; Governance.</p> <p>Getting views from clubs will help the Clubs Comm to better influence future strategy.</p>	PS
9.3	<p>Discussion took place around the implications of membership fee increases should Option A not be passed. It was noted that some clubs may consider de-affiliating from the BMC if there is an increase . improved communications are still needed to promote the benefits of club affiliation.</p>	??
10.	Clubs & Huts Seminar 2018	
10.1	FS reported on the programme for the Seminar. She noted that she had been unable to give the event the time that she had hoped.	
10.2	It was noted that bookings are very low. JT to send a reminder email out to club contacts on Monday 11 th	JT
11.	Code of Conduct	
11.1	Covered under item 7	
12.	Engaging with clubs	
	CLUB RECRUITMENT	
12.1	Two elements of recruitment were discussed . clubs directly recruiting new members and the BMC centrally giving an improved service to promoting clubs. Two examples of clubs not being included in central BMC activities were noted .	

unwillingness for engagement with MOM2 and no invitation to engage with the Keswick Festival (taking place that weekend).

- 12.2 The following were agreed actions
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|--|-----------|
| a) An article is needed to help clubs to sell themselves better, such as t-shirts for members to wear at climbing walls, better information on their websites, different social media outlets for members and non-members. | JT |
| b) Reps to send good practice examples through to JT for wider promotion, such as the Wednesday Walkers that promotes mid-week walking and offer walking at lower level / shorter walks etc. | ALL |
| c) Reps to be the mystery shoppers and check out clubs to gather good ideas and offer support for them to improve, i.e. via checking their websites, social media etc. | ALL |
| d) Social media clubs based at walls . encourage the wall to make the initial introductions with the aim of engaging the club towards BMC affiliation | ALL |
| e) Support is needed for social media clubs to help them to understand how to affiliate and the benefits of affiliation. JT to produce the guidance with reps providing examples of local social media clubs who have affiliated, e.g. like ICAS, Four-Point Climbing. | JT
ALL |
| f) More up-to-date information is needed on the club listings (on the BMC website). Inputting data in to MSO can provide the tool for gathering this more easily. | JT & MS |
| g) Exec to be asked to put a value (£ of) on volunteers so that clubs and the wider-membership can appreciate their contribution. | RP |
| h) AP to follow-up on the above actions and ensure that feedback is passed on to JT. | AP |

COMMUNICATIONS

- 12.3 PS went through the Annual Cycle model that is on Teamwork. It was agreed that a gap analysis needs to be undertaken to identify what is missing and what is currently ineffective to further improve communications. It was agreed that this should take place at the next long meeting (November) . JT to add to agenda. JT

- 12.4 PS reported that there is now links with the NC Communications Team which is a very positive move. -

- 12.5 Discussions then took place on the following topics
- Whether the role of Clubs Comm is to support club members or club officers / committees [it was agreed that recently the focus has been on the latter as there has been no budget to support the former]
 - Why clubs don't engage with Areas [it was noted that there is also an issue about the wider-membership engaging with Areas . this is to be addressed in ORG Phase 2]
 - What support there could be to support those volunteers who work with us (i.e. the main club contact and the main communications contact) and what we could offer them . discounts, freebies etc.

INSURANCE

- 12.6 FS reported that a club chairman had been in touch as they were looking for insurance advice but as there are several locations where insurance information is stored they were confused. JT reported that there are two types of guidance produced - the official policy detail that Howdens manage on the BMC Insurance Centre website, and the guidance note provided to help clubs to understand the policy (approved by Howdens each year). PS & JT to review the content of the documentation. PS & JT

GDPR

- 12.7 JT updated the committee on the current situation. She noted that the template privacy notices from the Sport & Recreation Alliance were only released a few weeks prior to the 25th May. There had therefore not been sufficient time for the documents to be re-worked in to a mountaineering-specific document, although the SRA

documentation would be fine for a club to use and personalise. JT to continue with providing guidance. JT

JF reported that the Rucksack Club has a member who has produced documentation for the club. He will enquire as to whether the member would be happy for the documents to be shared as good practice on the BMC website. JF

MEMBERSHIP

- 12.8 AP went through the documents (available on Teamwork) that he produced for the Bowline Club. Discussion then took place on the way forward for membership / member benefits.
- a) It was agreed that clubs should be represented on any work strands working group that will look at membership packages
 - b) DB paper needs further discussion, in particular around social membership
 - c) More promotion of member benefits is needed, including the upgrade to individual membership benefits (and not just the insurance and Summit benefits)
 - d) It was agreed to ask clubs for data on their membership fees and the number of huts that they have on the survey (PS). This will then be on the agenda for the September meeting (JT). PS
JT
-

13. Promoting huts to clubs

- 13.1 JT reported that a request had come in to the BMC office for a club from another outdoor sport to have their hut included on the Clubs List. This would give BMC clubs more choice of huts (not commercial ones) to use for meets, but the Clubs List is a member benefit that we offer to clubs with huts and so clubs would lose that benefit. There was not time to discuss this fully. It was requested that reps give the topic some thought and it will be on the agenda for the September meeting. JT
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14. Membership fees

- 14.1 Covered under item 12
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15. Updates

- 15.1 SPORT ENGLAND
JT reported that the funding bid to Sport England would be re-submitted on 12th June and it will include the bids from Mountain Training England, Mountain Training UK, Association of British Climbing Walls and ABC Training Trust. If Option A gets 75% of votes at the AGM then Sport England will review the application at their July meeting, we should then hear the outcome in mid-July. If Option A is not passed then we become in-eligible to receive funding.
The clubs element includes some officer time, Student Safety Seminar, Training Days for Club Officers, How to Train Novice Club Members, Outdoor First Aid & Improvised Rescue courses, clubs for young people in climbing walls, family membership support for affiliated clubs, transition courses (indoor to outdoor climbing).
- 15.2 MEND OUR MOUNTAINS
FS reported that despite the best efforts of MS & PB there seemed to be no desire to have clubs as part of the programme. RP requested that FS speak with Mathew Bradbury (ACT) before making a decision on what to do next.
- 15.3 GDPR
JT explained that reps will soon be able to access the club email list details via MSO. This will provide the access to same data as present with the addition of all the new communication contacts plus it will be more accurate than the current system as it will take real time data not using data that was only accurate when the excel sheet
-

was produced.

It was requested that JT provided some text for reps to use in mailings to clubs to encourage them to use the communications contact in addition to the main club contact.

JT

15.4 IT

TS reported that he has posted an incident reporting paper on to Teamwork.

16. Reps Reports

16.1 No items were raised

17 BMC Office report

17.1 No items were raised

18. AOB

18.1 FS recorded her thanks to Trevor for his support and commitment over his time on the committee. Members echoed this thanks to Trevor.

18.2 It was agreed that someone be co-opted on to the committee to take a lead on IT developments. JT to post an advert on the BMC website.

JT

It was agreed that AP & PS would be joint vice-chair, with the possibility of one of them taking over from FS in the Autumn.

18.3 It was agreed that a review was needed to consider alternative ways of communicating between meetings (maybe using Teamwork) to reduce discussion time at meetings on smaller / shorter items.

JT & PS

19. Dates of forthcoming Meetings

Thursday 13th September 2018, 6.30pm start, BMC Office Manchester
November . TBC - Doodlepoll to be circulated
