

## 1. Introduction

The British Ski and Snowboard (BSS) new Articles of Association require the establishment of six Discipline Committees with the Chairman and Vice Chairman elected by the members of BSS who are affiliated to that Discipline. The Chairman and Vice Chairman of each of the Discipline Committees are also eligible to stand for one of the three Discipline Directors who will be appointed to the Board of BSS. In October 2016 the following positions require appointment or re-appointment either through election (where more than one candidate stands for the position) or through direct appointment:

Alpine Committee	Chairman and Vice Chairman
Nordic Committee	Chairman and Vice Chairman
Snowboard Committee	Chairman
Speed Committee	Chairman and Vice-Chairman
Telemark Committee	Chairman and Vice-Chairman

Once these Committee appointments are made then the BSS Board and the current and newly appointed Discipline Committee Chairmen will need to determine which three Discipline Chairs or Vice Chairs will be appointed to the Board.

In addition, Tim Fawke's term of office is coming to an end and the Home Nations Committee now have the opportunity to appoint two candidates to the Board.

This document describes a proposed process and timescales for making the relevant appointments:

## 2. Home Nations Committee Appointments

The relevant clauses for the Home Nations Committee appointments to the BSS Board are reproduced from the Companies Articles below:

- 9.1 Each Home Nation recognised by BSS shall be entitled for their properly constituted board to appoint to the Home Nations Committee two (2) persons from their Chief Executive Officer, their chairman or any other candidate with significant experience in coaching and/or competing in one or more of the Disciplines.
- 9.2 Each member of the Home Nations Committee shall serve for a term of four (4) years, and may be re-elected for two further periods only.
- 9.3 The Home Nations Committee shall act as a nominations committee to elect two (2) Home Nation Pathway Representatives to the Board pursuant to Article 6.5.4, such Pathway Representatives being elected from two different Home Nations.

The Home Nations should therefore be encouraged to formally meet in the required HN Committee and formally appoint their two nominations to the BSS Board at the earliest opportunity. Thought should perhaps be given to staggering the terms of the HN pathway representatives to the BSS Board so that they do not both expire at the same time.

## 3. Board appointed Directors

There are now two additional Directorships on the BSS Board. It is a matter for the Board how we fill those positions. Clearly the discussion around athlete representation and the need to foster greater diversity at all levels including our Board should be considered when we discuss how to fill the positions. I would suggest that this is a matter for consideration at the 15<sup>th</sup> November 2016 Board meeting.

## 4. Discipline Committee Chair and Vice Chair process and timescales

### 4.1 Encouraging Candidates

BSS is seeking candidates who are prepared to give up their own time to help to drive the Disciplines and the organisation forward. We are unlikely to be inundated with volunteers and should seek to attract people to the roles based upon;

- The prospect of working with an increasingly successful organisation
- The attraction of working alongside our new Performance Director
- The opportunities that our new funding initiatives could bring to the athletes
- The chance of being part of the transformation of British Snowsports.

We should advertise on all of the relevant Snowsports websites and email all of our members to encourage them to prompt the right candidates to come forward. Adverts must make clear that BSS is committed to equality and valuing diversity.

We should also utilise our own networks to seek the nomination of appropriate people.

The BSS Constitution requires that “Elections for seats on the Board should be open and transparent, based on clear competence criteria.” Elections for Discipline Committee Chairs and Vice Chairs should follow the same requirement. Nomination will therefore be required to be made on a standardised two-page form that encourages candidates to list their competences against those that we have previously agreed are relevant. The suggested nomination form is attached at Appendix A.

### 4.2 Ballot mechanism

1. BSS Office produce a list of Discipline affiliated members together with their email address and, where relevant, their FIS number on the date prior to sending out ballot papers.
2. Individual Member Ballot papers sent via email to each individual voting member together with the nomination forms relevant to that ballot paper where such nomination forms have been completed.
3. Club Member Ballot papers sent via email to each club contact together with the nomination forms relevant to that ballot paper where such nomination forms have been completed and confirmation of the number of votes the club will get to exercise.
4. Images of ballot papers emailed to BSS office or ballot papers posted to BSS office.
5. On the closing date votes counted by the BSS office
6. Candidates notified of the results of the election
7. Election results announce to membership

# Committee & Board appointments Oct 2016



## 4.3 Ballot Timing

The following table contains suggested dates for the Committee elections:

<b>Task:</b>	<b>Date</b>
Publish article on BSS and other snowsport websites and email to members describing the appointments to be made and the opportunity	7 <sup>th</sup> October 16
Nominations for positions close	30 <sup>th</sup> October 16
Membership list closes for elections (i.e. members who join after 30 <sup>th</sup> October do not get a vote)	30 <sup>th</sup> October 16
Nominations Committee meet to determine that all nominated candidates are fit and proper candidates	31 <sup>st</sup> October 16
Ballot papers and candidates completed Nomination forms sent to relevant voting members and clubs for any position with more than one nomination	1 <sup>st</sup> November 16
Ballot closes and only Ballot Papers returned by this date to be considered.	Noon - 11 <sup>th</sup> November 16
Votes counted and all candidates notified of result	11 <sup>th</sup> November 16
Results announced to membership	14 <sup>th</sup> November 16
Board Directors and all Discipline Chairs vote on three Discipline Committee appointments to the BSS Board	14 <sup>th</sup> November 16
Messrs Tapner, Edwards, Lund, Foster meet to accept resignations and appoint any additional Home Nation nominations to the Board (subject to Nominations Committee approval) and Performance Director	15 <sup>th</sup> November 16
Board meeting reconvened with above Directors plus two HN pathway representatives to appoint three Discipline Committee Directors	15 <sup>th</sup> November 2016

Elected candidates should be encouraged to sit with the relevant Discipline Committees as soon as practical after the election results are announced.

# Appx A - Discipline Committee Nomination Form

This form is to be used to nominate candidates for elected positions on the British Ski and Snowboard Discipline Committees. Nominations must be submitted on this form by the due date.

<b>Discipline Committee:</b>	Choose an item.
<b>Nomination for position:</b>	Choose an item.

<b>Your Name:</b>	Click here to enter text.
<b>Date of Birth:</b>	Click here to enter a date.
<b>Nominated by:</b>	Click here to enter text.

<b>The BSS Board is very keen to encourage full athlete participation in the management of the Company. How many athletes would you intend to appoint as voting members of the Discipline committee under clause 8.2.2 of the Companies Articles</b>	Choose an item.
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Briefly describe your skills, competence and experience in the following areas:

<b>Governance:</b>	
<b>Strategic Planning:</b>	
<b>Marketing and Sales</b>	
<b>Financial Management:</b>	
<b>Human Resource Management:</b>	
<b>Information technology</b>	
<b>Risk Management</b>	

## Appx A - Discipline Committee Nomination Form

Please use the following sections to describe why you wish to be elected:

<b>Your vision for the Discipline and the Sport</b>	
<b>What you will bring to the role</b>	
<b>How do you differentiate yourself</b>	

The entirety of this form will be sent to the relevant Discipline Committee membership to help them with their voting choices. Please submit the completed form by email to [Sophie.morrison@teambss.org](mailto:Sophie.morrison@teambss.org) at the BSS office. Please ensure that you include an email address, postal address and telephone number in the covering email sent with this form. This contact information will NOT be distributed.

When you have sent this form through we will send you the Nominations Committee form which must be submitted to the Board Nominations Committee to ensure that candidates are fit and proper candidates to hold office on the BSS Board and Committees.