



GB CLIMBING – COMPETITION CLIMBING PERFORMANCE GROUP (CCPG)

TERMS OF REFERENCE

Introduction

The BMC is the recognised National Governing Body (NGB) for competition climbing* (including paraclimbing), ice-climbing and ski mountaineering in England and Wales. (Mountaineering Scotland is the recognised NGB in Scotland). The BMC is recognised by the International Federation for Sport Climbing (IFSC) as the national federation for sport climbing** in Great Britain, by the Union International des Associations d'Alpinisme (UIAA) as the national federation for ice climbing and by the International Ski Mountaineering Federation (IFSM) for ski mountaineering in Great Britain.

*Competition climbing refers to competitions held on artificially prepared surfaces either indoors or outdoors.

**Outside the UK, sport climbing refers to competition climbing, to people from the UK, sport climbing refers to climbing on natural rock with protection from bolts.

Any reference to competition climbing in this document refers to all forms and disciplines of the activity i.e. lead climbing, bouldering, speed climbing, paraclimbing, ice climbing and ski mountaineering in a competition setting.

The BMC has established an internal business unit, GB Climbing, to manage all aspects of talent and development pathways and competition climbing in England and Wales as well as managing the GB Climbing Teams. GB Climbing will also be responsible for the competitive aspects of ski mountaineering with support from Mountaineering Scotland. GB Climbing and ClimbScotland (a programme by Mountaineering Scotland) have many overlapping interests and must work together to the mutual benefit of competition climbing.

These terms of reference shall from time to time be reviewed and updated as required but no less frequently than every 3 years.

Purpose

The purpose of the CCPG should include, but not be limited to:

- Advise and report to the Board
- Support and challenge GB Climbing
- Develop its strategy and long term aims
- Advise GB Climbing on the management of resources at their disposal
- Exercise the delegated authority of the Board in accordance with these terms of reference
- Assess the performance of the CCPG and GB Climbing against set criteria to ensure that competition climbing is being governed in the best possible manner

1. The Role of CCPG

1.1. Strategic and operational oversight and challenge of GB Climbing through appropriate review and monitoring processes. Ensuring strong management of risk and resources for GB Climbing against agreed strategic and operational plans specific to GB Climbing including but not limited to:

- 1.1.1. the domestic competitions programme
- 1.1.2. the talent pathway
- 1.1.3. GB Climbing Teams, including at international competitions



- 1.1.4. Welfare Support Plan and the culture of GB Climbing
- 1.1.5. Annual operational plan

1.2. To review new activities, policies and regulations for GB Climbing.

2. Membership and Attendance

2.1. The CCPG members will be:

- 2.1.1. a chair
- 2.1.2. a Board member
- 2.1.3. a representative from Mountaineering Scotland
- 2.1.4. a representative from the Association of British Climbing Walls (ABC)
- 2.1.5. the Lead Officer of GB Climbing (the Lead Officer)
- 2.1.6. an athlete representative
- 2.1.7. a minimum of one external specialist, but not more than three

2.2. CCPG can invite Observers onto CCPG as representatives from Partner Organisations in order to strengthen CCPG. They will not be voting members of CCPG.

2.3. The chair of the CCPG (CCPG Chair) will be a person appointed by the Board following an open selection and recruitment process with the initial appointment being for the period to 31 March 2021.

2.4. The position of Deputy Chair will be nominated in agreement between the Board and the CCPG Chair.

2.5. The Lead Officer shall be the CCPG Secretary.

2.6. CCPG membership will normally be for a period of 3 years; upon expiry that can be extended for a further 3 year term. All CCPG members will be peer reviewed annually, at which point their membership could be terminated. It is important to ensure that there is a good balance between experience and new members.

2.7. The CCPG Chair and the external specialist will be appointed by the Board through an open selection and recruitment process. Their membership of the CCPG can be terminated at any time by the Board.

2.8. The athlete representative will be selected by the athlete's peers in a selection and recruitment process agreed by the CCPG.

2.9. Should the representative for Mountaineering Scotland or ABC not be available for any given meeting then that organisation may send an alternative with equal powers.

2.10. The CCPG Chair may invite specialist staff and external experts to attend meetings and contribute to specific agenda items.

2.11. The members and observers of the CCPG can take part in a CCPG meeting by way of video conference or telephone conference or similar equipment designed to allow everybody to take part in the meeting.

3. Voting and Quorum

3.1. The CCPG should aim to fulfil its role and its decision-making on the basis of consensus, but on matters that require voting all members of the CCPG are eligible to vote. All CCPG members will have a single vote.

3.2. In the event of a tied vote, the CCPG Chair shall have the casting vote, if the CCPG Chair is absent from the meeting at which the vote is being cast, then the chair of the meeting shall have the casting vote.

3.3. The quorum necessary for the transaction of business shall be four, which must include the Board member and the representative from Mountaineering Scotland.

4. Frequency and Preparation of Meetings

- 4.1. The CCPG shall meet at least four times a year, such meetings to be co-ordinated so as to be held as near as possible to 3 weeks before a Board meeting. The CCPG Chair and CCPG Secretary should liaise with appropriate BMC staff to find suitable dates.
- 4.2. The CCPG Chair can call additional CCPG meetings if necessary to discuss urgent matters that occur between scheduled meetings. Should other members of the CCPG consider the need for an extra meeting, they should take their concerns to the CCPG Chair.
- 4.3. The CCPG, through the CCPG Chair, should provide guidance to the Lead Officer in relation to any papers that they expect staff members to draft for meetings. The CCPG should provide staff, and volunteers, with sufficient time to prepare such papers. The agenda and papers should be circulated no later than 5 working days before the date of the meeting.
- 4.4. In all instances the agenda and meeting papers should be circulated by the CCPG Chair or the CCPG Secretary.
- 4.5. In liaison with the CCPG Secretary, the CCPG Chair is responsible for drafting the items for the agenda ensuring inclusion of any matter specifically referred to the CCPG by the Board.
- 4.6. All substantive issues must have timely (5 working days, or a period of time designated by the CCPG) and appropriate documentation in order that they can be considered.

5. Minutes and Meetings

- 5.1. The CCPG Secretary should accurately take the minutes of all CCPG meetings. Minutes should not be verbatim but should capture the main points of discussion in order to provide the rationale for all decisions and actions.
- 5.2. The CCPG Secretary should send the draft minutes, actions and decisions to the CCPG Chair within 3 working days of the meeting. The CCPG Chair should amend if/as necessary before either circulating to members of the CCPG directly or passing back to the CCPG Secretary for distribution within the timelines agreed. The intent should be to get minutes to all members of the CCPG within 10 days of the meeting.
- 5.3. It is the responsibility of the CCPG Chair to ascertain the progress of any action.
- 5.4. The minutes provided to all the CCPG members in accordance with 4.2 above will also be provided to the BMC's company secretary.
- 5.5. The date and time of the next meeting should appear on the foot of each set of minutes.
- 5.6. A summary of the minutes will be published for BMC membership to read.

6. Reporting Responsibilities

- 6.1. The CCPG, through the CCPG Chair, shall report to the Board on its proceedings after each meeting by way of preparing a summary of the key points and any action required by the Board.
- 6.2. The CCPG, through the CCPG Chair, shall make whatever recommendations to the Board it deems appropriate on any area within its remit where action or improvement is needed, together with setting out any matters which require Board approval.
- 6.3. Once the report is finalised, the CCPG Chair or CCPG Secretary shall send the report to the BMC's company secretary.

7. Delegated Powers

The CCPG has delegated authority from the Board to:

- 7.1. Make decisions in relation to competition climbing which are fully consistent with the agreed current strategic aims and policies of the BMC and GB Climbing.
- 7.2. Ratify performance decisions around policy principles and programmes, athlete and staff selection for any programmes and international competitions.
- 7.3. Review and evaluate the effectiveness of performance policies and procedures.
- 7.4. Support GB Climbing staff and volunteers on the management of risks associated with competition climbing, including but not limited to: financial risk, athlete wellbeing, reputation of both GB Climbing and the BMC.
- 7.5. Maintain and monitor a risk register dealing with the risks associated with competition climbing and work closely with the BMC's Lead Safeguarding Officer.
- 7.6. Provide input, oversight and scrutiny of the GB Climbing annual budget. Support the preparation of UK Sport grant applications, grant applications to Sport England (and if required to Sport Scotland, Sport Wales and Sport NI) as well as any other public funding application. Work with BMC personnel in order to attract commercial sponsorship opportunities.

8. Other Matters

The CCPG shall:

- 8.1. Give due consideration to laws and regulations, the provisions of the Code of Sports Governance and any other applicable rules as appropriate.
- 8.2. Arrange for periodic reviews of its own performance and, at least annually review its constitution and terms of reference to ensure it is operating at maximum effectiveness and recommend any necessary changes to the Board for approval.
- 8.3. Ensure oversight of all appropriate policies and procedures in relation to competition climbing.