



Charter

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Hants, GU11 2LB*

A Company Limited by Guarantee Registered in England No 7890840, Registered Charity 1146256

INTRODUCTION

1. The Army Winter Sports Association (AWSA) was founded (as the Army Ski Association) in 1947. Since then it has encouraged generations of Army service personnel to take to the snow and ice. It has been instrumental in organising competitions from novice to the highest levels of proficiency. Many of its members have gone on to represent the Army and their country at the Olympic Winter Games and in other national and international events.
2. The AWSA's task, as it was in 1947, is to encourage service personnel to participate in Winter Sports; to develop their skills in a chosen discipline; and to test themselves in demanding conditions, thereby fostering self-discipline, fitness, courage and teamwork. Winter Sports contribute directly to military output and fighting spirit, are an essential part of decompression from operations and remain an important element of the moral component.
3. The Association has some 1800 members and a full programme of events. It receives direction from the United Kingdom Armed Forces Sports Board (UKAFSB) and the Army Sports Control Board (ASCB).
4. **AWSA Disciplines.** The AWSA comprises 8 different Disciplines detailed below, complete with their Military Status¹:
 - a. Alpine (Individual Military Training (IMT) up to Divisional Exercise level and then Cat 2).
 - b. Bobsleigh (Cat 2).
 - c. Cresta (Cat 2).
 - d. Luge (Cat 2).
 - e. Nordic (Biathlon and Cross Country) (IMT).
 - f. Skeleton (Cat 2).
 - g. Snowboard (Cat 2).
 - h. Telemark (Cat 2).
5. **Charitable Status.** The AWSA is a Public Limited Company number 7890840 and achieved Charitable Status in March 2012 Charity Number 1146256. This charter reflects the legal construct laid down in the regulations with the Charity Commission and Companies House.

AFFILIATION

6. All the 8 Disciplines, less Cresta, come under their own individual National Governing Bodies (NGBs) and all events are run in accordance with the individual NGBs' rules and regulations. There is no NGB for Cresta, but the Cresta Championship is run under the rules and regulations of the St Moritz Toboggan Club (SMTC).

GOVERNANCE

7. **Mission.** The AWSA is to encourage and facilitate, amongst all ranks of the Army, wide participation and high achievement in Winter Sports in order to foster the ethos of the Army and promote its good image.
8. **Core Objectives.** The AWSA Core Objectives are:

¹ Status given by the UKAFSB under JSP 660 Pt 1 (V2.3 Feb 21).

- a. Establish a capable and effective organisation to manage and develop success in Army Winter Sports.
- b. Encourage succession planning for coaches, race officials, managers, Chairman and Secretaries.
- c. Ensure all Army Winter Sports activity is well run and organised, challenging and technically compliant.
- d. Broaden and strengthen the instructor base for all Disciplines
- e. Select strong Army teams to achieve success at the Inter Services competitions.
- f. Achieve maximum participation in all activities and competitions and encourage greater participation by novice, female and junior ranks.
- g. Encourage the development and manage the careers of elite athletes and support competitors on the international circuit.
- h. Deliver an annual balanced budget and ensure the AWSA is financially stable for the long term, including enduring sponsorship arrangements.
- i. Review competition venues and costs to ensure value for money.
- j. Maintain a communications plan that promotes the AWSA and members' interests.
- k. Assist in the development of athletes in the Armed Forces Para Snowsports Team (AFPST).

9. **Governance Structure.** The AWSA governance structure will comprise an Executive (Trustees) and Management Committee as detailed below.

10. **The Executive (Trustees).** The Executive will direct the overall conduct of AWSA activities. The Executive will meet regularly during the year on the call of the Chairman. In particular, it will direct policy, develop and manage major sponsorship and manage the Public (PF) and non-public (NPF) budgets through a screening process. The Executive will comprise:

- a. Chairman. (Trustee).
- b. Vice Chairman. (Trustee).
- c. Sponsorship Secretary. (Trustee).
- d. Public Fund Manager. (Trustee).
- e. Independent (Trustee)
- f. Secretary.

11. **Management Committee.** The Executive will manage AWSA activity through a Management Committee which will meet twice annually, usually in April and October. It comprises the following:

- a. The Executive.
- b. Chairmen of the eight individual Disciplines.

- c. Exercise Controllers of EXs SPARTAN HIKE (SH) and PIPEDOWN (PD) and SNOW LION (SL).
- d. SAIM Editor.
- e. Webmaster.
- f. Chairman of the AFPST or a representative. (Non-voting).
- g. Co-opted members as required.

12. **Purpose of the Management Committee.** The roles are as follows:

- a. Ensure the efficient management of AWSA activities.
- b. Direct the future sustainment of AWSA activities.
- c. Ensure coherence across the Army WS activities.

13. **Discipline Secretaries Meeting.** The Management Committee is supported by the Discipline Secretaries meeting which is chaired by the Vice Chairman, normally in September. The main purpose is to confirm the funding of the AWSA activities and the allocation of team to respective qualifying championships.

14. **AWSA Discipline Structures.** Each Discipline is to have its own structure comprising a minimum of a Chairman and Secretary. They are responsible for controlling their own budget once allocated and manage their Discipline in its entirety. The Discipline Chairman is responsible to the Chairman AWSA for the health of the Discipline and its proper conduct in compliance with FIS and National Governing Body regulations or equivalent. The Chairman is also responsible for ensuring that succession planning is in place to replace key officials on posting/retirement.

15. **AWSA Annual General Meeting (AGM).** The AGM usually coincides with the second Management Meeting and the Season's Launch; it is normally held in late October/early November each year. The Secretary organises the AGM.

16. **Administration.** The Secretary, with assistance from the Assistant Secretary, is the focal point for the effective management of AWSA and will produce annually list of officials, timetables for the submission of funding and grant bids and a full calendar of events including all management meetings. He provides secretarial support for all meetings. He will direct Disciplines to produce their annual management plans by the October Management Meeting.

17. **Dissolution.** In the event of dissolution of the Association, the funds, assets and properties of the Association shall be distributed as directed by The Executive, having taken advice from the Army Sport Control Board (ASCB) and the Charity Commission.

FINANCE

18. The Vice Chairman is the lead on financial allocations to all disciplines of which the principal sources of funding are PF and NPF.

19. **Annual Screening of Public and Non Public Funding.** The Vice Chairman, in conjunction with the Public Fund Manager and the Secretary AWSA, will conduct an annual screening of PF and NPF for each discipline. The purpose is to audit the previous year's expenditure and review submissions for the following year. Discipline Secretaries will be invited to present their summaries of income and expenditure for the completed season and then justify their submissions for the next season. Particular attention is focused on ensuring the correct regulatory and proprietary measures are in place for the use of PF for the Recognised Sports; Cresta does not attract PF. The AWSA Secretary issues annual instructions.

20. On completion of the Screening process and following final confirmation with the Discipline Secretaries, the Vice Chairmen will allocate PF and NPF accordingly. Where practicable this should be completed annually by the end of June.

21. **AWSA PF.**

a. PF are admissible for Winter Sports, in accordance with JSP 660 Pt 1, for equipment, travel, coaching and CILOR for the following WS events:

- (1) Army Alpine Championship (EX LIONS CHALLENGE).
- (2) Army Ice Sports Championships (EXs RACING ICE I and II).
- (3) Army Nordic and Biathlon Championships (EX RUCKSACK).
- (4) Army Snowboard Championships (EX SNOW JACK).
- (5) Army Telemark Championship (EX TELEMAR TITAN).
- (6) Divisional Alpine and Nordic Exercises (EXs SH and PDN)
- (7) Army Novice Championships (EX SNOW LION).

b. The Public Fund Manager manages the public funds and submits bids to Army HQ by end March each year for the following season.

22. **AWSA NPF.**

a. The principal sources of income for AWSA NPF are:

(1) **Sponsorship.** With the recent tightening pressure on Public Funding, sponsorship is critical to the conduct of AWSA activities. Direct and Indirect sponsorship through the ASCB Charitable Fund provides the vast majority of the income but other sponsors and Friend of the AWSA are encouraged. All sponsorship is coordinated by Sponsorship Secretary.

(2) **Other Sources.** Other sources of income include annual management and sport equipment grants from the ASCB, investment dividends and membership fees.

b. NPF are managed by the Secretary and the AWSA Account is run by the Assistant Secretary. All Disciplines' finances are to be run centrally in the AWSA Account, the accounting period being 1 Jun to 31 May. The account is audited annually by the AWSA's auditors. The Secretary is to ensure that a draft statement of the Account is presented at the first Management Meeting usually held in May each year. Once the audit is complete it is to be filed with the Charity Commission along with a full report on the season.

RESERVE

23. The Trustees' policy on financial reserve is to have sufficient funds available to cover one year at 25% of current donor income and a second year at 50%. At 20/21 amounts this would require £37.5k in Year 1 and £75k in Year 2, a total of £112.5k. The reserve, held as investments, is sufficient at £160 (as at Jun 20) to cover this.

STANDING TASKS

24. The AWSA has standing tasks each year and these are:

- a. Maintain a sound and efficient organisation to manage Army Winter Sports.
- b. Manage Public and Non Public funding effectively ensuring each AWSA discipline is allocated appropriate funding to develop their activity successfully and provide value for money.
- c. Encourage the maximum participation in all AWSA events with a full programme of events.
- d. Achieve success at the Inter Services by delivering highly competitive Army Teams in each discipline.
- e. Support and encourage elite athletes at the National, International and Olympic level.
- f. Continue to support the AFPST.
- g. Encourage greater membership of the AWSA.

25. The performance of the AWSA in meeting these standing tasks will be measured by Critical Success Factors (CSFs), which will be detailed in the annual AWSA Management Plan as well as a number of In-Year tasks.

SUPPORTING FUNCTIONS

26. **Communications.** The principal forms of communication for the AWSA are:

- a. **Snow and Ice Magazine (SAIM).** The magazine is produced by the Editor annually and gives reports on all AWSA activity, competition results, future events and other points of interest to the winter sports community. All disciplines are to assist the Editor with the timely inputs for the production of the magazine in August each year.
- b. **AWSA Website.** The AWSA Website, www.awsa.org.uk is a vital means of communication for the AWSA and will need inputs from all Disciplines. A member of the AWSA Office Staff is the Webmaster.
- c. **AWSA Season Launch.** This is based on the annual Cocktail Party and is a critical activity which draws competitors, sponsors and military VIPs together. It allows AWSA to send its message to the wider community and engender a positive belief in the value of Winter Sports in the delivery of military capability. It will take place in late October/early November each year and follows the AGM; it is organised jointly by the Sponsorship Secretary and Secretary.

25. **Membership.**

- a. The AWSA Central Office runs a membership scheme, which is managed by the Secretary.
- b. Membership is mandatory for any athlete taking part in EXs SH and PD & SL, all of the various Army Championships and any individual representing the Army in an Inter Service Winter Sports Championship event.
- c. Membership income goes to providing funding for each of the 8 Disciplines to run their Army Championships and to partially fund Army athletes in Inter Service competitions. It also covers the costs of running the Membership Database and the annual AWSA Magazine, Snow & Ice, a copy of which is provided to all members.

- d. The Secretary is responsible for the production of a membership directive, which is to be provided to all Disciplines by 1 August annually.

COMPETITIONS

26. Each Discipline is responsible for running an annual Army Championship event, either individually or joint (Ice Sports) and these are to be run in accordance with national and international rules for that Discipline using authorised slopes and tracks with qualified officials. In addition they are to be run as military exercises with sufficient formality and with proper military instructions to ensure command responsibility is affected. They are to be fairly and properly organised and comply with the spirit of Army sporting competition. Records are to be kept of the results.

27. Additionally there will be two annual "Divisional Exercises" (Exercises PIPEDOWN and SPARTAN HIKE) comprising Alpine and Nordic racing organised and run by HQ 1 (UK) Armd Div and 6XX respectively. There is also a novice snow sports championships held annually in Scotland for athletes who have not competed at either of the qualifying championships run by members of the Alpine ctee. The AWSA will be responsible for securing the public funding for these three events. They are also to be run in accordance with Paragraph 26 above.

28. **Championship Race Rules.** Race Rules for all Championships will be based on the national and international rules for that Discipline and issued to all Team Captains, officials and AWSA representatives at the Championship. Rules may be adapted to suit local conditions as determined by the Championships Committees and changes are to be briefed to Team Captains before the start of the race in sufficient time to ensure fairness.

29. **Trophies.** Championship trophies are to be well maintained and a complete log with suitable photograph kept for each. A small fund is to be maintained in the AWSA Account for refurbishment on an as required basis.

ARMY COLOURS

30. Army Colours consist of a red sweater with an AWSA badge embroidered on the left hand chest. Underneath the badge a scroll is added stating the Discipline involved. The Secretary holds the colours and scrolls centrally and is to ensure there are sufficient stocks available each year.

31. Colours will be awarded annually to members with the approval of the AWSA management Committee as follows:

a. **Alpine Sports.**

(1) Alpine. To no more than 9 men and 6 women who are selected to represent the Army in the Inter Service Championship or international race.

(2) Snowboard. To no more than 10 men and 7 women who are selected to represent the Army in the Inter Service Championship or international race.

(3) Telemark. To no more than 6 athletes who are selected to represent the Army in the Inter Service Championship or international race.

b. **Nordic.** To no more than 8 men and 4 women who are selected to represent the Army in the Inter Service Championship or international race in either Biathlon or Cross Country skiing.

c. **Ice Sports.**

- (1) Bobsleigh. To the 8 men and 6 women who are selected to represent the Army in the Inter Service Championship or international race.
- (2) Luge. To the 6 men and women who are selected to represent the Army in the Inter Service Championship or international race.
- (3) Skeleton. To the 8 men and women who are selected to represent the Army in the Inter Service Championship or international race.
- (4) Cresta. To the 6 men who are selected to represent the Army in the Inter Service Championship.