

# British Parachute Association

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## Development Committee

Minutes of the meeting held on

**Tuesday 17 June 2003 at 1600**

at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

<b>Present:</b>	Kieran Brady Chris Allen Calvin Blacker Ralph Fielding Billy Gollan David Hickling Eddie Jones	Chairman Chairman of Council [for item 22]
<b>In attendance:</b>	Tony Butler Nikolaus Boulting Colin Bridges Lesley Gale John Hitchen Martin Shuttleworth	Technical Officer RWDP Exhibition Designers [for item 22] <i>Skydive Magazine</i> Editor, <i>Skydive Magazine</i> NCSO Secretary-General
<b>Apologies for absence:</b>	Ian Midgley	

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### Item Minute

**17/03 Minutes**

Eddie Jones proposed, and David Hickling seconded, a motion that the minutes of the meeting of the Development Committee held on Tuesday 15 April 2003 be approved as a correct record.

**Approved**

**18/03 Matters arising**

**18.1 Freely coaching manual (minute 11)**

Kieran Brady reported that Tim Porter was continuing on his travels, and was now believed to be in Portugal. After the last Committee meeting, Kieran Brady had relayed a message from the Committee by e-mail to Tim Porter, to confirm that the budget available for compiling the new manual was £1K, because the full £2K budget had also included printing and distribution. Tim Porter had, earlier, indicated to Kieran Brady that he would discuss the project with his partner Tracy, to see if they could help. However, no further reply had been received from Tim Porter, although he had spoken to Calvin Blacker, who had encouraged Tim Porter to send a reply ahead of this meeting. The Chairman said that no further action could be taken today pending further word from Tim Porter, and therefore the matter would have to be left in abeyance.

**Ongoing**

**18.2 BPA website (minute 13)**

The Chairman thanked the BPA office for checking with the BPA's website consultants to ensure that no pornographic sites were associated with any web domain to which the BPA had title.

### **18.3 Office electrical Installation (minute 15)**

The remedial safety work to the fixed wiring installation at the BPA Office had been commissioned and satisfactorily completed.

**Completed**

## **19/03 Reports on areas of responsibility**

### **19.1 CCPR**

Calvin Blacker reported that he had received an invitation to attend the AGM of the CCPR in London. However, informal consultation within the BPA had suggested that the benefit to the Association might be unlikely to warrant the time and cost of attendance on this occasion.

### **19.2 Insurance**

David Hickling reported on concerns that had been expressed by the underwriters about the state of the account for BPA's third party insurance cover. They had said that cost of legal fees and claims payouts meant that the present accounting ratios were no longer sustainable. This meant that the insurers were seeking a significant increase in premium. Moreover, they were looking for a rise now, part-way into the membership year. David Hickling said that a meeting between the BPA and the insurers, with the BPA Chairman, the Development Chairman and himself representing the BPA, together with BPA staff, had been arranged to take place at the BPA Office on Monday 30 June. He hoped that this would enable a fuller picture of the issue to emerge, and said that the BPA would seek to postpone any further increase in insurance premium until the start of the new Membership year, not least because it would be almost impossible logistically to introduce a higher charge now, two months into the present membership year. He wished today merely to flag up the probability of further insurance premium increases for the BPA's third party insurance policy.

The Chairman thanked David Hickling for his report and his continuing work in monitoring the situation on insurance.

## **20/03 Development Action Plan 2003/4**

### **20.1 Target 1: History of parachuting and the BPA**

The Chairman reported that he had received an e-mail from D Waterman, a previous editor of the BPA Magazine, who held a large archive of parachuting photographs and articles from 1964-93. Mr Waterman had kindly offered the BPA access to this material if it would help with the historical display. The Committee thanked him for this kind offer, which was noted and would be passed to Chris Allen, Chairman of Council, and would no doubt be followed up as work on the project got underway. The Committee was also pleased to note that Mr Waterman had become aware of the history project by reading the minutes, which once again proved their usefulness as a tool of communication.

**Action: Note for future reference**

### **20.2 Target 2: New homepage for the BPA website**

A mock-up of the proposed new layout for the homepage of the BPA website was tabled. This was a flexible design that had space for news items, rather like the front page of a newspaper. It was on a white background, which was believed to be technically better than the present dark blue, especially for members who might wish to print off a hard copy. The Committee approved the new design to be posted on the BPA website on the target date of 1 July 2003, being the first day of the new Action Plan year.

The Committee noted a paper (circulated) from the BPA's website designers, who had suggested that the entire website might be given a makeover with a new white background. They had quoted a cost of £1,400, which would include the £800 budget for the new homepage. A site search facility would be included in this (there was no such facility at present). After discussion, the Committee agreed to spike the idea for consideration when ideas for next year's Action Plan, 2004/5, were being discussed. In the meantime, members' feedback to the experimental new pages with a white background - the home page, the team contacts page and the interactive coaching page - would be monitored.

### **20.3 Target 3: New team contacts webpage**

Martin Shuttleworth confirmed that this new page was ready to be posted on the BPA website on 1 July 2003. Its launch had been mentioned in the June 2003 issue of *Skydive Magazine* and on the existing homepage of the BPA website. He was hopeful that it would start to be used straight away - by teams seeking members, and individuals seeking teams. There would be no charge to members for this new service, which he likened to putting a card in an electronic shop window.

### **20.4 Target 4: Add an interactive coaching page to the BPA website**

Britain's Pete Allum, one of the world's top 4-way FS skydiving coaches, had kindly agreed to be the first guest coach on the BPA's new interactive coaching webpage. Martin Shuttleworth reported that the page content had been created to Pete Allum's specification and that trials of the interactive question-and-answer feature were proceeding well. All was looking good for the page to be launched, on target, on 1 July 2003, making this the third Development Committee target that was likely to be achieved on day 1 of the new Action Plan year.

### **20.5 Target 5: Add a page of information on travel insurance to the BPA website**

Martin Shuttleworth reported that work on this target had not yet started. It had a later completion date (June 2004) than targets 2 to 4 above, and would therefore be attended to later in the Action Plan year.

## **21/03 Other BPA website issues**

### **21.1 Website statistics**

Example statistics from the BPA's website consultants had been circulated ahead of the meeting. These could be prepared quarterly (each report showing the figures for three months) at a cost of £40 per annum. The Chairman said he was grateful for the statistics but that, now he had seen them, unless the Committee thought otherwise, he did not consider that it would be of sufficient benefit to the BPA to pay for them to be prepared on a regular basis.

**No further action**

### **21.2 Banner advertising**

The BPA had been advised by a potential new advertiser that the 'Evolution' (UK Sky Services Ltd) advertisement on the BPA website linked to a website that mentioned charity jumping (this being in contravention of a condition in the BPA's policy on the acceptance of website banner advertisements). UK Sky Services had originally prepared a website without references to charity jumping as part of the agreement with the BPA to display their banner. The matter had been called to the attention of UK Sky Services, which had said that they had a technical problem that they would put right, and they had apologised. This had been a few days ago, but their website had not yet changed. The Chairman said that the advertisers should be given the benefit of the doubt, and the position would be renewed at the next meeting.

**Action: Next Meeting**

### **21.3 Classified advertising**

Classified advertisements were posted on the BPA website for a period of four months. In response to a question from Calvin Blacker, Martin Shuttleworth said that any classified advertisers who wished for their advertisement to be taken off before this should e-mail the BPA at skydive@bpa.org.uk to ask for their advertisement to be removed, and this would be done.

## **22/03 Airborne Assault Project, Duxford**

The Chairman introduced Nikolaus Boulting of RWDP Museum and Exhibition Designers, London, who had been invited to make a short presentation to the Committee (minute 14 refers). Nikolaus Boulting was seeking the BPA's endorsement of an Airborne Assault Project (AAP) to be constructed as part of the Imperial War Museum site at Duxford near Cambridge. His initial letter to the BPA had stated "*the intention is to seek funding for the inside and outside activity features from Sport England who, inter alia, have explained that they require the endorsement of applicants' schemes from the nationally recognised bodies. In this case, they say, the BPA is that body.*"

A summary of Nikolaus Boulting's presentation had been circulated ahead of the meeting, and it was followed by questions from the Committee.

Notwithstanding the presentation, the Committee remained unclear on the relationship between the AAP and sport parachuting. The project would include 'military synthetic parachute training' but this appeared not to be of direct relevance to the BPA's activities, other than arguably as an appetite whetter. The Chairman said that Nikolaus Boulting's presentation had raised issues of the extent to which the AAP overlapped with the BPA's areas of activity, and that the Committee needed more time to research and discuss these. He said that - if it appeared as the result of subsequent internal discussions within the BPA to be appropriate - he would be prepared to accept Nikolaus Boulting's invitation for a site meeting with him at Duxford.

The Chairman then thanked Nikolaus Boulting for attending, and promised to write to him shortly.

**Action: Chairman**

Nikolaus Boulting thanked the Chairman and members of the Committee for giving him the opportunity to meet them, and left the meeting.

The Committee then reviewed the way forward, and decided to seek further background information from Sport England, to whom Nikolaus Boulting said he had been in contact with reference to a possible lottery fund application for the AAP.

The Chairman summarised the discussion by saying that it was the duty on the Committee, as always, to act in the best interests of the membership. He believed that this duty should be discharged by not coming to a snap decision by taking a vote today. Rather, it would be appropriate to undertake further research to establish two things (i) the extent of the fit, if any, between the AAP and sport parachuting; and (ii) whether or not there might be any possible funding implications elsewhere if the BPA were to endorse an application to Sport England to fund the AAP. The Chairman offered to carry out this investigatory work, and the Committee agreed that he should and thanked him for so doing.

**Action: Chairman**

**23/03 Dates of future meetings**

Tuesdays at 1600 at the BPA Office, Glen Parva, Leicester (following meetings of the Communications Committee, for those involved, at 1400): 19 August, 21 October, 2 December.

The meeting closed at 1710.