

British Parachute Association

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Development Committee

Minutes of the meeting held on

Tuesday 19 August 2003 at 1600

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

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|-------------------------------|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| Present: | Kieran Brady Calvin Blacker Billy Gollan Eddie Jones Ian Midgley | Chairman |
| In attendance: | Tony Butler Debbie Carter Lesley Gale Jon Gretton John Hitchen Martin Shuttleworth | Technical Officer Treasurer (from item 25.3) Editor, <i>Skydive Magazine</i> Financial Administrator NCSO Secretary-General |
| Apologies for absence: | Ralph Fielding David Hickling | |

Item Minute

24/03 Minutes

Billy Gollan proposed, and Eddie Jones seconded, a motion that the minutes of the meeting of the Development Committee held on Tuesday 17 June 2003 be approved as a correct record

Approved

25/03 Matters arising

25.1 Freely coaching manual (minute 18.1)

Kieran Brady read aloud an e-mail he had received from Tim Porter about the proposed Freely coaching manual. In the e-mail, Tim Porter had proposed that he should write the manual for a fee of £2K, which he said he believed was a fair amount to reflect the time and commitment involved. The completed draft would be available by 1 February 2004. He asked for half the payment in advance, as he would have to take time off for this work, with the balance of payment on completion. Tim Porter also expressed the hope that the manual would be followed by a video.

Kieran Brady said he had advised Tim Porter that the budget available for compiling the manual was only £1K. The remaining £1K of the £2K overall budget had been set aside for printing and distribution costs. However, it was now clear that Tim Porter was not prepared to compile the manual for a fee of £1K, although he was prepared to do it for a fee of £2K, as he had believed that the whole budget was for writing and compiling the manual.

Kieran Brady then reminded Committee Members of the history of this project. The original idea had come from a series of articles published in *Skydive Magazine* in 2000, and there

were FF guidelines already in existence. As such, it was really a question of compiling existing material rather than generating a lot of new material. The Freefly manual needed to be prepared to be similar in format to the existing FS and CF manuals.

After discussion, it was agreed to thank Tim Porter for his offer, but to explain to him that the Committee had declined to it on the grounds of cost, because it was over budget.

Action: Chairman

John Hitchen said he would ask Paul Floyd whether he might be able to help; and the Committee would ask Nigel Holland (Artistic Disciplines Rep on the Competitions Committee) whether he could suggest any contacts. Other names were mentioned too, and the Chairman said he would liaise with John Hitchen outside the meeting.

Action: John Hitchen / Chairman

25.2 Airborne Assault Project, Duxford (minute 22)

Further correspondence between the Chairman and Nikolaus Boulting of RWDP Design Partnership, Designers of the proposed Airborne Assault Project (AAP) at Duxford, had been circulated in advance. This included a 'Governing Body Consultation Form' from the Sport England Lottery Fund application pack which, although the pack was to be revised, nevertheless provided some useful guidance about the questions that a National Governing Body (NGB) such as the BPA should ask about any project for which its endorsement had been requested.

In discussion, the following points emerged.

- 1 From the information provided to the Committee, it appeared that the main focus on the AAP was on in-service military parachuting rather than sport parachuting.
- 2 Although there was, quite possibly, a link between what Mr Boulting had described as 'synthetic training' and sport parachuting, this appeared to be at most an appetite-whetter based on a single feature of the project, and not the project's main focus.
- 3 Any 'synthetic training' may or may not form a valid first base of introduction to the sport. If it was 'just for fun' it was even possible that it might risk forming misconceptions that might need to be corrected in any formal training in accordance with industry standard procedures.

The Committee was aware that, as the Development Committee of the NGB for sport parachuting, it naturally had to lend its support to those projects and activities that would be of most direct benefit to the sport. From what the Committee had seen and heard to date, it appeared that the main thrust of the AAP had not come from those involved in sport parachuting, which was to say people who were most aware of the opportunities and challenges facing our sport today. A glance at any of the recent BPA Action Plan matrices clearly set out the priorities for action that arose from a careful analysis of these factors.

The Chairman summarised the view of the Committee, based on the above considerations, which was that sport parachuting was, at most, tangential to the AAP and not its main focus. The Committee therefore wished the AAP well as they, like any patriotic citizens of the UK, respected and honoured the skill and dedication of military parachutists on active service.

However, in reviewing the information the Committee had before it as a sports NGB, it believed that it would not be appropriate for the BPA formally to endorse the AAP. This was because the Committee had seen no evidence to suggest that the AAP was a mainstream sport parachuting activity that played a clearly defined role in the wider development of our sport. It was even possible that some within the membership might argue that the BPA might be at risk of extending itself into areas beyond its constitutional remit were the BPA to offer such an endorsement.

The Chairman said he would write to Nikolaus Boulting to assure him that the matter had been given full consideration, convey to him the Committee's decision, and explain the reasoning behind the decision.

Action: Chairman

26/03 Reports on areas of responsibility

26.1 CCPR

Calvin Blacker reported that CCPR had recently publicised a 'free kit for clubs' promotion based on a voucher collection scheme with Kingsmill bread. This was very new, and a website specific to the promotion was due to be launched on 25 August. Only when he had been able to review the detailed terms and conditions of the scheme on the website would he be able to form a view as to whether or not BPA Clubs and Centres might be eligible to benefit from it. If so, he would arrange through the BPA Office for eligible Clubs and Centres to be informed.

Attention: Calvin Blacker

26.2 Insurance

Tony Butler reported on a meeting with the insurance underwriters that had been held at the BPA office on 30 June 2003, and at which the Chairman of Council, the Development Chairman and David Hickling had also been present, together with BPA staff. The underwriters had warned of an inevitable increase in the premium for the BPA's third party insurance with effect from the 2004 membership year starting on 1 April 2004. The indications were that the increase would be substantial. Tony Butler said that the underwriters had originally wanted to see an immediate increase, but the BPA team had managed to convince them of the impracticability of pursuing such an increase during the membership year, and the underwriters had therefore agreed to hold off the increase until the beginning of the next membership year on 1 April 2004. A further meeting with the underwriters was planned for October or November to review the position and to get a clearer idea of the magnitude of the increase.

Tony Butler went on to say that issue that had emerged as a result of discussions with the underwriters was an internal one for the BPA: was there a necessity or desire to change the basis on which the cost of insurance premiums is levied to the membership? The Chairman expanded on this by saying that, at present, all full Members had paid the same amount of insurance premium. Some members had suggested to him that this might not necessarily be the most equitable way of sharing out the burden of cost, and that a display team jumpers and/or instructors should pay more. There were different opinions on this, all of which would have to be taken into careful consideration. Debbie Carter said that in order to share out the burden of premium payments most equitably, it would be prudent to identify where the risk, and therefore the liability, lay. For instance, there were relatively few display teams compared with the number of instructors and packers.

Kieran Brady said that other factors also needed to be considered when faced with the likelihood of a substantial increase in premiums for BPA Members third party insurance. These included whether there was any way of reducing the cost of other membership services, such as for example the cost of *Skydive Magazine*. Kieran Brady said that he had already flagged up this possibility at the Communications Committee that had met earlier this afternoon. There was a clear duty on the BPA to provide members with a quality service as economically as possible, and therefore all avenues had to be explored.

Tony Butler agreed and said that the problem with insurance in his experience was that people rarely worried about insurance until they found they could not get it.

Action: Future meetings

27/03 Development Action Plan 2003/4

27.1 Target 1: History of parachuting and the BPA

Work on this project would be undertaken by Martin Shuttleworth, in liaison with the Development Chairman and the Chairman of Council. The kind offer of access to archive photographs by D Waterman, a former editor of the BPA Magazine, had been noted with thanks.

In progress

27.2 Target 2: New homepage for the BPA website

This target had been achieved on 1 July 2003, the first day of the new Action Plan year.

Achieved

27.3 Target 3: New team contacts webpage

This target had also been achieved on 1 July 2003, the first day of the new Action Plan year.

Achieved

27.4 Target 4: Add an interactive coaching page to the BPA website

This target had got off to a good start with the interactive coaching webpage being launched on the BPA website on the target date of 1 July 2003. Although the design of the page needed slight modification in the light of experience, the technology of asking questions of the coach, and of the coach replying, both via the site, had worked effectively. However, a problem had emerged in finding a supply of guest coaches to cover the different skydiving disciplines. As a result, Pete Allum, FS coach, who had kindly agreed to be the first 'coach of the month' for July 2003, had kindly agreed to extend his period of tenure into August. Three possible guest coaches for the next coaching webpage, which had been earmarked for the Artistic disciplines, had expressed an interest, but to date no material had been received from any of them. The Competitions Committee had suggested that this was because coaches were so busy at the height of the season, and had suggested that a bank of coaching webpages might be built up over the coming winter.

The Development Committee agreed to keep progress of this target under review, noting that the detailed specification of the target had stipulated that the coaching webpage was to be online only during the main season, from June to September. Therefore, the page would be rested at the end of September - giving the winter to plan for next year - and re-launched in June 2004, being the final month of the current Action Plan year. The future of the Coaching Webpage would then be reviewed.

Ongoing

27.5 Target 5: Add a page of information on travel insurance to the BPA website

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.

Pending

28/03 Examiners' daily allowance

A letter from Steve Apps to the BPA Chairman had been circulated to the Committee. This asked for a review of the £25 a day allowance for examiners, and suggested a new rate of £50 a day. John Hitchen said that Examiners made a huge contribution to the BPA based on goodwill, ie without payment. It was in his view most unfortunate if some Examiners were now out-of-pocket from helping the BPA in this manner. The Chairman said he supported Steve Apps's request for Examiners. Ian Midgley said that an increase in Examiners' daily allowance, which he too supported, should be recouped from an increase in the attendance fee charged for courses with which the Examiners were involved, so that the higher Examiners' daily allowance paid for itself. The Chairman agreed, and said that the increase should apply only to Examiners, and not to others such as Judges, etc.

Eddie Jones therefore formally proposed, and Ian Midgley seconded, a motion that Examiners' daily allowance should be increased from £25 to £50 from the next available course, for which the course fee should be increased from £60 to £100 to recover the cost.

Action: BPA Office

29/03 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): 21 October and 2 December. The meeting closed at 1705.