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Competitions Committee

Minutes of the meeting held on

Thursday 1 May 2008 at 1815

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

| | | | |
|------------------------------|---------------------|---|--|
| Present: | Andy Scott | - | Chairman |
| | Paul Applegate | | |
| | Ian Marshall | - | Discipline Rep: CF |
| | Weed Stoodley | - | Discipline Rep: AE / VFS |
| In attendance: | Chris Hollis | - | Discipline Rep: FS |
| | Jon Gretton | - | Financial Administrator (for item 35) |
| | Martin Shuttleworth | - | Secretary-General |
| Apologies for absence | Kate Charters | - | Judges' Co-ordinator |
| | John Hitchen | - | NCSO |
| | Clare Murphy | - | Discipline Rep: Speed Skydiving |
| | Paul Moore | - | Vice Chairman and Discipline Rep: Classics |
| | Alex Wilson | - | Discipline Rep: CP |

Item Minute

34/08 Minutes

The minutes of the last meeting, held on Wednesday 5 March 2008, had been ratified by the full Council at its meeting on Tuesday 22 April 2008 (Council minute 31.4)

Already ratified

35/08 Budget

Jon Gretton (Financial Administrator) was in attendance for this item. The Council, at its meeting on 22 April, had asked for the 2008/9 Action Plan budget to be re-calculated (Council minute 33) because the original amount had included investment income that the Council intended should be re-invested. The Action Plan budget available for the Competitions Committee in the financial year 1 July 2008 to 30 June 2009 was therefore £50,083, being 55% of the total BPA Action Plan budget. Ian Marshall proposed, and Weed Stoodley seconded, a motion to work to this figure.

Carried unanimously

There followed a discussion on the policy on carrying forward any underspend from previous years. Weed Stoodley said this would only be sensible for large amounts earmarked for specific targets in future years. She said that because of the two-year cycle of World Championships leading to alternating on years and off years, this Committee had sometimes left unallocated part of its Action Plan budget in an off year to carry over to the following on year in order to boost the budget in World Championship years. The Chairman said that this precisely what the Committee had done in the 2008/09 Action Plan, because it was an off year. The Action Plan (which had been ratified by the full Council, Council minute 33.2 refers) stated 'The 2008/9 budget for Competitions is lower than usual so we can save funds to send our National teams to future World Championships.'

Weed Stoodley said she believed this provision to carry forward unallocated budget from one year to the next, in a two-year cycle, was all that was needed, and that this Committee was the one that might need to make regular use of such a facility because of the two-year cycle of World Championships. She believed that anything more might become too complicated. Ian Marshall asked about how underspends on budgeted targets were dealt with and whether

there was a rolling underspend. Did this Committee have a rolling underspend and, if so, how much was it? The Chairman said that this was a matter for discussion by the full Council as it not specific to Competitions but was a policy question that that affected all Committees.

Action: Refer to the Council

Martin Shuttleworth (Secretary-General) said he believed it might help if budget were to become a standing item on the agenda for all meetings of this Committee. The Chairman agreed, and referred to the monitoring by the Committee of the budget for each target in the current year's Action Plan target (minute 39). At the last meeting, the Committee had discussed the fact that some of its budget was covered by the annual Action Plan, but that it had another budget for running costs that covered for example funding judges' to UKSL and Grand Prix meets and other routine expenditure. The budget for running costs was deducted from the BPA's revenue to leave the remainder for allocation to the Action Plan on an agreed percentage basis for each Committee, with an agreed percentage also being allocated to BPA investments.

Weed Stoodley observed that the Competitions Committee was in fact responsible for considerably more expenditure than was shown in the Competitions Action Plan budget and agreed that it was a matter of seeking to present key budget heads clearly. The Committee noted that the way in which budgets had been prepared in the past had been influenced by the fact that the Action Plan had been the bid document for funding from UK Sport. In the future, that would no longer be the case and this provided the opportunity to present budgets in a way that was of most use for the BPA's committees. The Office would give the matter further consideration in consultation with Weed Stoodley in relation to the presentation of Competitions budgets.

Action: BPA Office & Weed Stoodley

36/08 Matters arising from the minutes

36.1 Liaison with the IPC Delegate (minute 14.1)

The Chairman reported that he John Smyth believed that he did need to attend at least some meetings of the Competitions Committee during the year to maximise his effectiveness in looking after current issues at international level in his capacity as UK Delegate to IPC. The Committee agreed that this arrangement would be ideal.

Agreed

36.2 Update of anti-doping code and rules (minute 14.2)

See minute 37 of the Council meeting on 22 April 2008. The Council had asked the Office to liaise with UK Sport to find out who was responsible for carrying out anti-doping tests.

Action: BPA Office

36.3 Competition trophies (minute 14.3.)

The Chairman said that John Page, who was developing the BPA trophies database, was following up a report from Kate Charters that an FS trophy was missing.

The Chairman asked Discipline Reps kindly to ensure that trophies for their disciplines were returned by their current holders so as to be available for presentation at this year's Nationals. This would also allow photographs to be taken where still required for the database.

Action: Discipline Reps

The 2-way CF trophy was in need of welding repairs. Ian Marshall proposed, and Paul Applegate seconded, a motion to repair the trophy with a budget of approximately £20 that could be reclaimed from the BPA.

Action: Carried unanimously – Action: Ian Marshall

36.4 Canopy Piloting judging equipment (minute 14.5)

The Chairman reported he had received a report from Paul Moore, who could not be present this evening, in which he had evaluated and given costs for various different Canopy Piloting judging systems. The Committee was grateful to Paul Moore for the investigative work he had undertaken. Paul Moore had suggested the next stage should be to arrange a visit to a company in Romford, Essex, which was one of the possible suppliers of such equipment. The Committee believed that any such visit should be made by a CP competitor or judge.

The Chairman reported that John Hitchen (NCSO) had advised that IPC would be likely to decide on its preferred CP scoring system for the future at this year's WPC in CP (minute 38.3), and it might therefore be appropriate for the BPA to await IPC's decision.

The Committee noted this, and held over further consideration for a discussion at the next meeting involving Paul Moore, Kate Charters (Judges' Co-ordinator) and Alex Wilson (CP Rep).

Action: Next meeting

36.5 Possible commercial sponsorship of a CP jumper (minute 14.6)

Alex Wilson was to approach the sponsor again now that the jumper had recovered from an injury. As Alex Wilson was not present, this item was held over until the next meeting.

Action: Alex Wilson / Next meeting

36.6 In-competition records (minute 14.7)

Alex Wilson still had to sign off the in-competition CP record submitted to the BPA Office. There had been a delay because he had been overseas. As Alex Wilson was not present, this item was held over until the next meeting.

Action: Alex Wilson / Next meeting

36.7 Speed Skydiving World Cup (minute 14.9)

Clare Murphy (Speed Skydiving Rep) had suggested that the backup weekend of the Speed Skydiving Nationals might be moved to avoid a clash with a World Cup meet. She had said she would liaise with James Swallow of Target Skysports, the host Centre. As Clare Murphy had been unable to attend tonight's meeting, the item was deferred for consideration at the next meeting.

Action: Clare Murphy / Next meeting

36.8 Competitions attendance records (minute 14.10)

Kate Charters (Judges' Co-ordinator) had kindly agreed to keep records of attendance at BPA competitions.

The Committee noted with disappointment that no competitors had entered the first Grand Prix of the season, in Style & Accuracy at RAPA Bad Lippspringe over the weekend 19-20 April 2008. However, two judges had reported for duty. The Chairman said that this would be considered in the Committee's end-of-season review as it was inappropriate to draw any conclusions from a single event. The next Classics meet would be the GP in Accuracy at Headcorn over the bank holiday weekend of 24-26 May. The Committee noted that 6.4% of respondents to the online BPA Membership Survey in March 2008 had said they took part in Accuracy activities.

36.9 Current judges (minute 14.12)

The Committee, through the minutes, asked Kate Charters kindly to provide the Committee and the Office with a confirmed list of current judges 2008.

Action: Kate Charters

36.10 FAI/IPC website (minute 15)

Helen Lucas of the BPA Office had circulated a memorandum about how to download IPC documents from the FAI website. The files had to be saved before they could be opened.

IPC Rules were published in pdf format. The Office was able to read pdfs but not to alter them. Sometimes the international rules needed to be adjusted to meet this Committee's requirements for our Nationals. This had caused difficulties for certain Discipline Reps and for the Office. Weed Stoodley therefore proposed, and Ian Marshall seconded, a motion that the Office should purchase software to allow variations to be made to pdf documents.

Carried unanimously – Action: BPA Office

[Note: The BPA's IT consultants have recommended a program called pdf995 and a demonstration has been arranged with a view to trial and purchase.]

36.11 Possible sponsorship of a scoring system (minute 20)

The Chairman reported that Martin Soulsby of the Development Committee was liaising with a potential sponsor. The Committee noted that IPC had not yet settled on which system they

were going to use for world meets, and believed that it would be prudent for the BPA to wait until IPC had reached its decision.

The Committee discussed the costs and facilities offered by the Cametrix scoring system for the 4-way UKSL meets. The Committee was keen to give competitors the best judging system possible within the available budget. Weed Stoodley proposed, and Ian Marshall seconded, a motion to authorise Chris Hollis (FS Rep) to liaise with Cametrix up to a set budget figure to provide Centres hosting UKSL 4-way FS meets with Cametrix.

Carried unanimously – Action : Chris Hollis

Chris Hollis would also contact Martin Soulsby to see whether it might be possible for the possible sponsor with whom Martin Soulsby was liaising, to sponsor the scoring system.

Action: Chris Hollis

36.12 3 year bid form for FS & Artistics Nationals (minute 21)

The Council at its meeting on 22 April 2008 (Council minute 31.4) had ratified the issue of a 3 year bid form for the FS and Artistics Nationals for the years 2009-11 inclusive. The call back date for bids was Monday 30 June 2008.

In progress

36.13 Funding teams to peak performance at WPC 2008 (minute 30)

The Committee asked Jon Gretton (Financial Administrator) kindly to prepare a statement of all WPC 2008 training funding releases to date, itemised by team, amount and date of issue of funding.

Action: BPA Office (Jon Gretton)

There followed a discussion of triggers for the release of tranches of already-agreed funding and the documentation required to confirm that the funding had been applied to its intended use in the team or individual's previously approved training plan. There appeared to be some variation in the arrangements for different teams, due to the different training arrangements each had in their plans. For example, some training providers invoiced the BPA direct. The key point was that the BPA required documentary evidence from the beneficiaries of BPA all such funding had been properly applied to their approved training plan. Weed Stoodley said that now all relevant paperwork was being copied to this Committee (minute 30) it would be easier for the Committee collectively to ensure that this was done.

Weed Stoodley reported that Team Volairkix had now completed their trip to Eloy discussed in the previous minutes (minute 30) and had planned further trips in accordance with their training programme that this Committee had approved when funding had been granted (minute 51.2.4 of the meeting on 27 November 2007 refers). She therefore requested that rather than have to keep coming back when perhaps there may be no Competitions meeting due, that the Committee could, in principle, approve the final tranche to be available for Team Volairkix to drawdown (ie the final £5000 of £15,000, with £3,000 to be held back for entry fees etc, from the grand total of £18,000). This would of course be subject to relevant invoices/receipts etc as normal to account for the previous tranches. The Committee agreed.

36.14 BPA sew-on patches (minute 32)

The Committee considered three quotations, each with samples, for sew-on patches that had been obtained by Helen Lucas at the BPA Office.

The Committee decided that a BPA patch would be supplied to each gold medallist at the Nationals in all disciplines as well as to other competitors representing the UK abroad, such as at the annual ESL finals.

Ian Marshall therefore proposed, and Paul Applegate seconded, a motion that one thousand sew-on patches should be purchased from the supplier MBC at a cost of £600 + VAT.

Carried unanimously

37/08 Domestic competitions 2008 season

37.1 Nationals Rules

Weed Stoodley reminded the Committee that previous discussions had still to be concluded about the desirability of including formal provision within the Nationals rules for the BPA to use video of competition performance for training and judging purposes.

After further discussion, Weed Stoodley proposed, and Paul Applegate seconded, a motion to include the following wording in the rules and on the entry forms for all of the Nationals.. The wording was: ***“Licence to use images*** *In entering BPA Nationals, competitors agree to grant the BPA Ltd a royalty-free non-exclusive licence to use any video or other images submitted to the competition for training and judging purposes.”*

Carried unanimously – Action: BPA Office

[Note: Subsequent to the meeting, Weed Stoodley requested further consideration of the order of this wording so as to read ‘...licence to use, for training and judging purposes, any video or other material submitted to the competition.’ However, the wording as originally set out had already been included in the rules and published on the BPA website.]

This wording would be included in the rules yet to be published and issued as an addendum to the rules already published. Weed Stoodley explained that in this arrangement, which was similar to the condition for the submission of images to the BBC website, copyright of the images remained with the videographer or photographer.

37.2 Classics Nationals Rules

The draft Classics Nationals Rules had been circulated and there had been no requests for variations. Ian Marshall therefore proposed, and Weed Stoodley seconded, a motion to approve these rules for publication.

Carried unanimously – Action: BPA Office

37.3 Canopy Formation Nationals Rules

The draft CF Nationals Rules had been circulated and there had been no requests for variations. Ian Marshall therefore proposed, and Weed Stoodley seconded, a motion to approve these rules for publication.

Carried unanimously – Action: BPA Office

37.4 VFS Nationals Rules

The draft VFS Nationals Rules had been circulated. Weed Stoodley (Discipline Rep) said the rules for this new discipline were still evolving. She would do her best to make sure that the teams read the rules in advance. And would welcome feedback from competitors as the discipline developed. Weed Stoodley then proposed, and Ian Marshall seconded, a motion to approve these rules for publication.

Carried unanimously – Action: BPA Office

37.5 VFS Nationals Trophy

Weed Stoodley reported that she was still progressing the acquisition of a suitable trophy for the VFS Nationals. The Committee discussed the options and their costs.

Action: Weed Stoodley

37.6 Allocation of Judges

The Chairman asked Discipline Reps kindly to liaise with Kate Charters, Judges’ co-ordinator, to find out who the judges would be for competitions in their disciplines. The Chairman was pleased to confirm that a US judge would be visiting the 4-way Nationals to see how we organised such a big meet over a single weekend.

Action: Discipline Reps

37.7 Aircraft

The Committee considered the aircraft likely to be in use for UKSL meets and confirmed the conditions under which any change of aircraft during a meet could be accommodated under the rules. In outline, the rules generally allowed for a change of aircraft between rounds.

37.8 Funding of Nationals

A copy of an e-mail dated 18 April from Paul Moore had been circulated in advance. In it he had suggested that Clubs & Centres that host the Nationals in the main disciplines this year receive funding from the BPA.

The Chairman said that, as Paul Moore was himself employed by a Centre that was this year hosting the Nationals in two of the main disciplines, he was not himself able formally to propose this, but was of course able to make the suggestion should any other member of this Committee wish to propose it.

In discussion, the Committee reached a consensus that it would not be appropriate to consider any retrospective change to the established arrangements for the Nationals. This year's meets had been allocated to Centres on the basis of bid forms considered by this Committee last year. The bid forms had contained terms and conditions that had been agreed between the host Centres and the BPA.

Looking to the future, a 3-year bid form for the FS & Artistics Nationals for the years 2009-11 inclusive had recently been issued (minute 36.3). This bid form had contained the established terms and conditions, apart from arrangements for index-linked increases in entry fees, etc.

Therefore, there was little practical scope to progress Paul Moore's suggestion for this year at least and no proposal to do so was forthcoming from around the table.

The Chairman said he had discussed the matter with the Chairman of Council, whose view was that, should funds allow, there were other and in his view better ways than direct funding in which the BPA might assist Clubs & Centres hosting BPA competitions.

The Committee noted that at the time that Paul Moore had made his suggestion, the competitions budget had been inflated by the inclusion of BPA investment income (minute 35) but it had not in fact been the Council's intention to include this. The revised available budget of £50,083 was already all allocated or earmarked to be carried forward to the following year which would be a funding year for teams that met the rigorous performance criteria to qualify for BPA funding to train to represent the UK at WPC 2010.

No further action

38/08 International competitions

38.1 Delegation lists

An updated delegation list prepared by the Office was tabled. The Committee asked Discipline Reps kindly to ensure that all competitors were fully conversant with the WPC rules.

Action: Discipline Reps

The Chairman also asked Discipline Reps to stimulate consideration by their WPC competitors of registration options where these were available (such as packages with or without accommodation) and to advise their registration preferences and their T-shirt size to the BPA Office. Helen Lucas at the BPA Office would be looking after submission of the provisional and official entry forms, and the block payment of the delegation fee from the entry fee payment made to the BPA by each competitor, for each of the WPC 2008 disciplines and meet locations.

Action: Discipline Reps & BPA Office

38.2 13th FAI World Canopy Formation Parachuting Championships – Teuge, Netherlands: 9-14 September 2008

Weed Stoodley proposed, and Paul Applegate seconded, a motion that Ian Marshall should be appointed Head of the UK Delegation to this meet. The vote was For- 2, Abstention – 1 (Ian Marshall)

Carried

38.3 2nd FAI World Canopy Piloting Championship - Wonderboom Airport, South Africa: 18-23 November 2008

Because IPC was expected to come to a view at this meet on the judging equipment to be used for future world meets in Canopy Piloting, John Hitchen (Head of UK Delegation) had suggested that Paul Moore should assume this role, which would enable him to study the judging equipment at first hand. The Chairman reported that Paul Moore was willing to do this. Paul Applegate therefore proposed, and Weed Stoodley seconded, a motion that Paul Moore should take over from John Hitchen as Head of Delegation to WPC CP 2008.

Carried unanimously

38.4 Head of Delegation aide memoire

The Committee agreed that an aide memoire that had been drafted last year by Weed Stoodley should be issued to each Head of Delegation. It comprised a list of bullet points covering the role.

Action: BPA Office

39/08 Competitions Action Plan: 1 July 2007 to 30 June 2008

The Chairman reported that there had been no further expenditure since the last meeting on the current year's Action Plan targets (see matrix on page 9).

40/08 Competitions Action Plan: 1 July 2008 to 30 June 2009

The Competitions Action Plan 2008/9 had been ratified by the full Council at its meeting on 22 April (Council minute 33 refers). The revised available budget now stood at £50,083 (minute 35). The Committee therefore agreed that a revised budget should attach to each of the four target as follows.

- 1 Support development of established BPA competition coaching personnel - in order to strengthen the skill base of the current competition coaching team, provide access to world-class competition coaches who can work on specific skills. Budget £10K
- 2 Coaching support to champion teams - support non-senior 2008 National Champion teams with access to coaching for progression into senior category and access to category 1 events. Budget £3K.
- 3 Raise standards of UK competitor base - provide at least 3 coaching events throughout the period where established champions and expert coaches can work with competitors. Budget £12K.
- 4 Retain the level of UK National and International judging expertise to current establishment. Budget £6K.

Total budget on the above 4 targets: £31,000. The remaining unallocated budget of £19,083 would be carried forward to next year's budget to help to fund teams that met the exacting performance criteria to qualify for BPA funding for future World Championships.

Ian Marshall proposed, and Paul Applegate seconded, a motion that the above budget (£31,000 on 2008/9 Competitions Action Plan targets, and the remaining £19,083 carried forward for allocation in the Competitions Action Plan budget 2009/10) be approved.

Carried unanimously

41/08 Skills Coaching Roadshows for non-seniors

Discipline Reps reported on forthcoming skills coaching roadshows at Clubs & Centres around the UK. The Chairman asked them to seek publicity by supplying the dates to the Magazine and the BPA online diary of events. Ian Marshall said CF Roadshows were planned in Northern Ireland and at Peterlee; Chris Hollis said FS 8-way Roadshows would be run concurrently with at UKSL 8-way meets, and 4-way FS Roadshows were planned at Peterlee, Black Knights PC, Hibaldstow a week before the Nationals and at another Centre to be arranged. Weed Stoodley had already arranged three Artistics Competitions Roadshows, at Hibaldstow on 17-18 May, Netheravon on 7-8 June and Black Knights on 19-20 July, and another two were still to be arranged at St Andrews, possibly in September, and Hinton.

Action: Discipline Reps

42/08 Judging matters not already covered

The IPC section of the FAI website was offering an online course for National Artistics Judges by renowned international judge Dr Florian Ebner of Germany. It was due to start on 9 May 2008 and was limited to 10 participants. Weed Stoodley said she might be interested, and she wondered whether there were any other potential candidates in view of the severe shortage of Artistics judges in the UK. She said she would contact Kate Charters, Judges' Co-ordinator.

Action: Weed Stoodley / Kate Charters

43/08 Use of BPA logo by National teams

The Communications Committee had asked this Committee to add to the policy on use of the BPA logo because it did not presently cover use of the logo by National teams, etc. The Committee carefully considered the existing policy as set out on BPA Form 263, and decided upon the following wording to cover National teams, etc.

Teams or individuals who are selected to represent the UK at World Championships or other recognised international events, may use the BPA logo on clothing and/or parachuting equipment.

Where the BPA logo is incorporated within, or used as part of, another design or where a design proposes to use or adapt some feature of the BPA logo, the design must be submitted in advance for consideration for approval by the Competitions Committee.

*Appropriate use of the BPA logo in print and online media relating to the team or individual in their capacity as representing the UK will normally be acceptable. This includes use to seek sponsorship for the team or individual for the purpose of representing the UK in the above competitions, always providing such use is for a non-commercial purpose and is not used to imply BPA endorsement of a sponsor. The BPA logo must **not** be used to promote coaching, publications or any other commercial or fee-earning service that may be provided by a team or individual.*

The decision of the BPA shall be final on the use or otherwise of its logo in any specific context. The Competitions Committee is always pleased to give advice.

Action: Refer to Communications Committee

44/08 Competitions in wind tunnels

The Chairman reported that he had responded to the e-mails (copies circulated) from Tarnya Hollis and Maddie Moore who had greatly enjoyed the recent Bodyflight Challenge competition in the Bodyflight wind tunnel. [He had called attention to concern that had been expressed internationally that recognition by IPC of tunnel events could trigger cancelling of parachuting exemptions (ie, end parachuting in countries as wind tunnels provide an agreeable alternative) As governing body the BPA was following the lead of IPC and, whilst the Committee recognised that the events benefit some of the Membership, it had to maintain the current position. First and foremost the BPA must safeguard of our sport before indoor skydiving.]

45/08 Date of next meeting

Wednesday 4 June 2008 at 1815 at the BPA Office.

The meeting closed at 2145.

Competitions Action Plan: 1 July 2007 to 30 June 2008

| Target | From | To | By | How | Budget & Actual to date |
|--|--|--|------------------------|--|---|
| 1. Support training of top teams that meet strict funding criteria (performance equal to fourth place or better at the last World Championships) to win medals at the World Championships 2008 | UK World Champions 2006 in 4-Way Women's Formation Skydiving | Medals in the World Parachute Championships 2008 | June 2008 on target | (a) Use 2007 Selection Nationals to identify champion senior teams (b) Provide support through funded coaching and training by previous National Champions. | £57,000 Authorised spend to date £54,000 |
| 2. Improve competitor standards to build a base for future National teams | Successful Skills Coaching Roadshow programmes in previous years, which have helped to secure record attendances at BPA National Skydiving Championships | 4 stand-alone Skills Coaching Roadshow events, one per discipline, in addition to coaching at Grand Prix events | June 2008 on target | By running skills coaching at Grand Prix competitions augmented by stand-alone Skills Coaching Roadshows, to transfer the skills and expertise of our existing World Champions and National Champions to Juniors and Intermediates, so building the UK National teams – and World Champions – of the future. | £10,000 Spend to date approx £5000 |
| 3. Retain the level of UK National and international judging expertise at establishment | UK pool of 17 INDIVIDUAL Judges | Re-evaluate half the UK pool of judges on a two-year re-evaluation cycle and train new judges to take the place of retirees. | June 2008 on target | (a) Re-evaluate judges' training and qualifications in all Disciplines, according to criteria set by our IGB. (b) Provide seminars for Trainee Judges (c) Recruit at least 1 new Trainee Judge | £5,000 Spending £1600 on Spring Training Seminar |
| 4. Review the scoring system cards | Score cards printed for the BPA by outside printers | Self sufficient system that reduces spending in the future | June 2008 on target | Using Digital or Multimedia to replace current cards | £544 Achieved at zero cost |