

British Parachute Association

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DEVELOPMENT COMMITTEE

Minutes of the meeting held on
TUESDAY 19 JUNE 2001 at 1610
at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

Present:	Ian Midgley Chris Allen Kieran Brady Craig Poxon Lofty Thomas		Development Chairman Chairman of Council
In attendance:	Tony Butler Lesley Gale Martin Shuttleworth Lucie Wood	-	Technical Officer Editor, Skydive Magazine National Administrator Development Officer
Apologies for absence:	Debbie Carter David Hickling Richard Tregaskes	-	Treasurer

ITEM MINUTE

D17/01 Composition of the Committee

The Committee noted with regret that John Saunders had decided to stand down from the Council, and therefore also of the Development Committee, because of the time commitment of his new full-time employment. His contribution would be missed.

D18/01 Minutes

Ian Midgley apologised for being unable to attend to chair the last meeting, and thanked Kieran Brady for taking the chair on his behalf. Lofty Thomas then proposed, and Kieran Brady seconded, a motion that the minutes of the meeting of the Development Committee held on 24 April 2001 be approved as a correct record. This carried unanimously.

Approved

There were no matters arising from the minutes.

D19/01 Reports

There were no reports on advertising, coaching, UK Sport, Sport England or insurance.

Craig Poxon reported that he planned to attend the AGM of the CCPR in London next month.

On Regional Representatives, Lofty Thomas reported that he was still waiting to hear from Frank Carter, a representative of the Federation of Yorkshire Sport, to arrange a visit for him to Merlin Parachute Centre.

Ongoing

Lofty Thomas also reported that in two days' time, he was due to attend a conference in Leeds on planning for the Commonwealth Games to take place in Manchester in 2002. He believed that it would be a good idea for him to suggest to the organisers, on behalf of the BPA, that they might consider inviting a parachute display team to open the Games, as had been done at the successful opening ceremony of the Soeul Olympics. After discussion, the Committee agreed that this was a good idea that would be recommended for approval to tonight's meeting of the Council. If the idea was adopted by the organisers of the Commonwealth Games, financial arrangements would obviously have to be negotiated between interested parties.

Action: Recommend to Council

Lofty Thomas also planned, with the agreement of Craig Poxon (who had responsibility for liaison with Sport England), to attend the Sport England Yorkshire Regional Sports Convention to be held on 18 July at York Racecourse.

D20/01 Development Action Plan: 1 July 2001 to 30 June 2002

The Action Plan Matrix for the Development Committee for the year 1 July 2001 to 30 June 2002 had been circulated with the agenda. The Chairman said it was now time to consider the three target items in the matrix and to identify Members of the Committee who would be prepared to take on the responsibility of progressing each one. The three targets were therefore considered in turn.

20.1 Development Target 1: Publish an instruction manual on Freestyle/Freeflying

Craig Poxon had kindly volunteered to take on the role of Co-ordinator of this project. The Chairman thanked him for this, and emphasised that the role would be to oversee the project in consultation with the Development Committee and technical staff, and not to have to write the material himself.

The original idea for a manual on Freestyle/Freeflying had arisen from a three-part series of articles by Giles Fabris that had been published last year in *Skydive Magazine*. It was intended to use this material, subject of course to the author's permission, to convert and consolidate it into an instruction manual. Chris Allen understood that Giles Fabris was planning to leave the UK in mid-August and suggested that Craig Poxon may therefore wish to establish contact with him at an early date.

Although the articles in the Magazine had spurred the idea, it was important that the structure and content of the planned publication should be appropriate, as an instruction manual, on how to obtain the FF1 qualification. The plan was to make the manual available free of charge as it would help to improve safety. Some Clubs and Centres, for example Langar, already had a manual on Freestyle/Freeflying which was used by their own instructors, and it would be appropriate to liaise with them over the BPA's plans and seek advice and co-operation. Each parachute school had its own way of training jumpers to achieve the qualification, and care needed to be taken to allow for this when the manual was being prepared.

The BPA Operations Manual and BPA Guidelines on obtaining the FF1 qualification were also highly relevant, and indeed might provide a framework that might be developed into an instruction manual. The best starting point therefore appeared to be to consult Giles Fabris on how his series of articles might be modified to fit with the relevant provisions of the BPA Operations Manual and FF1 Guidelines. Tony Butler confirmed that he would be pleased to advise on these existing BPA documents, and that both he and John Hitchen would be pleased to review and comment on the content of any draft material, and were available for advice and guidance as the project developed.

The Chairman wished Craig Poxon well in his co-ordinating role. He looked forward to the Committee receiving progress reports at future meetings in order that it could monitor and

help to guide the development of this project to a successful conclusion by the target date of June 2002.

Action: Craig Poxon

20.2 Development Target 2: Conduct a Membership survey by questionnaire

Kieran Brady had kindly offered to compile a draft questionnaire and would discuss with Chris Allen the questions to be included. Lesley Gale said that she could provide questions, if considered appropriate, that would yield information relevant to the non-core advertisers she was seeking to attract to *Skydive Magazine*. The questionnaire would be printed and inserted with the annual renewal form in the February 2002 issue of the Magazine. The analysis of returned questionnaires would subsequently be undertaken by Lucie Wood with a target date of completion by June 2002.

Action: Kieran Brady

20.3 Development Target 3: Explore the feasibility of BPA development grants to Affiliated Drop Zones

Chris Allen confirmed that the intention was to consult Clubs and Centres and to decide, on the basis of the response, whether or not it might be appropriate to go ahead and formulate a proposed scheme for BPA development grants. The starting point was therefore to prepare a consultative document, which Chris Allen would draft in time for consideration by the Committee in October, for issue later in the year.

Action: Chris Allen

D21/01 Date of next meeting

Tuesday 21 August 2001 at 1600 at the BPA Office, Glen Parva, Leicester.

The meeting closed at 1630.