

British Parachute Association

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Development Committee

Minutes of the meeting held on
Tuesday 11 December 2001 at 1610
at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

Present:	Ian Midgley Kieran Brady David Hickling Craig Poxon Lofty Thomas	Development Chairman
In attendance:	Chris Allen Tony Butler Debbie Carter Beverly Fairhurst Lesley Gale Jon Gretton Martin Shuttleworth Lucie Wood	BPA Chairman (from item 47) Technical Officer Treasurer Skydive Magazine Editor, Skydive Magazine Financial Administrator National Administrator Development Officer
Apology for absence:	John Hitchen	NCSO

Item Minute

D42/01 Minutes
Kieran Brady proposed, and Lofty Thomas seconded, a motion that the minutes of the meeting of the Development Committee held on 23 October 2001 be approved as a correct record, and this carried unanimously.

Approved

D43/01 Matters arising

43.1 Commonwealth Games Opening Ceremony (minute 30)

Lofty Thomas reported that he had received no reply to his follow-up letter to the organisers of the Commonwealth Games to ask whether they had yet reached a decision on the BPA's suggestion of holding a parachute display as part of the opening or closing ceremony. The Committee agreed that Lofty Thomas should send one more reminder. (Note: At the subsequent Council meeting, it was agreed that Craig Poxon would pursue this, as Lofty Thomas was to retire from the Council at the AGM.)

Action: Craig Poxon

43.2 Committee Videos for AGM (minute 37)

The Chairman reported that, after discussion with Chris Allen, still photographs relating to the Committees and their work would now be used at the AGM instead of videos.

43.3 Office fire protection (minute 38)

The Chairman reported that a fire detection and alarm system, emergency lighting and improved emergency signage had been installed at the BPA Office since the last meeting, following a fire risk assessment, which had identified the need for their provision.

D44/01 Reports

There were no reports.

D45/01 Freestyle/Freefly Manual

Craig Poxon reported that Giles Fabris was progressing this, and had promised to send some material soon after consultation with Freefly schools in Europe and Canada. The Chairman asked that Craig Poxon should continue to pursue this to try to ensure that the target of producing this manual could be met within the current Action Plan year ending on 30 June 2002.

Action: Craig Poxon

D46/01 Banner advertising on the BPA website

The Chairman reported that contracts (which were available for inspection) had now been prepared for each of the two Affiliated Centres that had expressed an interest to have a banner advertisement on the home page of the BPA website. This would generate an advertising income to the BPA of £1060 during the initial four month trial period. The advertisements contained hyperlinks to the advertisers' own websites. The contracts allowed the BPA to remove the advertisements at any time should any significant problems arise. This was a new initiative and would be subject to review in the light of experience of the trial period.

Ongoing

So far, the facility for banner advertising on the BPA website had been promoted only to Affiliated Centres. Kieran Brady proposed, and Lofty Thomas seconded, a motion that it should next be promoted to skydiving-related industries, such as equipment manufacturers, etc.

Carried unanimously - Action: Lucie Wood

D47/01 Consultation on possible BPA DZ Development Grants

A consultation letter about a possible BPA Drop Zone Development Grant scheme had been issued to DZ Operators. Seven had expressed an interest, for projects ranging in total cost from £10K to £169K.

Chris Allen joined the meeting to suggest that the Development Committee should consider, on the basis of this feedback, whether or not to include a DZ Development Grant scheme in the Development Action Plan Matrix for the period from 1 July 2002 to 30 June 2003. The matrix had to be ready for consideration by the full Council in February 2002.

The most costly project, at a total of around £168K, had been proposed by Wild Geese Skydiving Centre. It was to bury overhead power lines close to the Drop Zone. Kieran Brady suggested that the Sports Council for Northern Ireland might be approached for assistance with this.

During the following discussion, Chris Allen said that he had not seen the intention of any such scheme as being to support projects that could give one Drop Zone a competitive advantage over any other. Rather, he had envisaged the scheme as being to provide help to members who were already jumping at any particular Club or Centre by improving the facilities available to them - for example, by contributing 25% towards the cost of a new bunkhouse or hanging harnesses, etc.

David Hickling believed that the scheme had already raised hopes. However, the Chairman said that the letter that had been issued had made it clear that it was simply a consultation exercise on a possible grant scheme and had made it clear that nothing was being promised.

After further discussion, Kieran Brady suggested, and the Committee agreed, that a letter should be sent to all DZs that had replied to thank them for their interest in the consultation. It should go on to say that no decision had yet been taken on whether or not the BPA would go ahead with the scheme. Therefore, all responses would be kept on file in order that the Development Committee 2002 could consider whether or not to progress with such a scheme. The BPA would naturally keep those interested informed of any decisions.

Action: BPA Office (Lucie Wood)

The Chairman asked that another copy of the letter of consultation, together with a spreadsheet summary of the replies and a copy of each reply, should be circulated to the Development Committee, to include any new Development Committee Members who may be appointed on AGM day.

Action: BPA Office (Lucie Wood)

David Hickling said that if it was decided to go ahead with a grant scheme, further consideration should be given to the precise terms and conditions. For example, DZs might be required to put all the money up front, and be eligible to reclaim 25% (up to a maximum limit set by the BPA) on satisfactory completion of the project. Chris Allen kindly agreed to assist with further drafting of the terms and conditions should next year's Committee decide to proceed with the scheme.

D48/01 Courses for Drop Zone Operators

A letter had been sent to Drop Zone Operators to ask whether they would be interested in another one-day course this winter, and if so on what subject. Only two replies had been received. These had identified consumer law/consumer services and risk assessment as possible subjects. Unfortunately the level of response suggested that it would be unlikely that any further courses this winter for DZ Operators would attract an economically viable number of participants. Therefore, the Committee decided not to progress this further. The two DZs that had replied would be thanked for their responses and advised of the position.

Action: BPA Office (Lucie Wood)

D49/01 Membership Questionnaire 2002

Kieran Brady had kindly agreed to compile a Membership Questionnaire for issue as an insert to the February 2002 issue of *Skydive Magazine*. Members could then complete the questionnaire and return it with their Membership Renewal Form, which would also be circulated as an insert in the same issue.

Kieran Brady said that to date, only the Chairman and the Editor had contacted him with suggested questions - the latter concerning 20 questions to yield information that would be useful in promoting sales of advertising space in the Magazine. He asked that other Committee Chairmen should contact him with draft questions before Christmas, even if it was simply to ask for a repeat of questions used last time. All questions had to have a simple yes/no response for ease of analysis, but two or more questions could be linked for more detailed feedback on a common theme.

Kieran Brady would then prepare a questionnaire based on the input he received. The final version was needed at the BPA Office by mid-January to arrange for printing and insertion in the February 2002 Magazine.

Action: Kieran Brady

D50/01 Request for a sign interpreter for a deaf skydiver

Chris Allen reported that he had received a request from a deaf skydiver who was planning to attend an AFF course at Langar in April 2002, for help from the BPA towards meeting the estimated cost of £150 for a sign language interpreter for the ground school. Chris Allen said he was aware of another deaf skydiver who had been able to secure a grant for skydiving training, and he would try to find out more to see whether this request might be referred to the same source. More generally, there were a number of disabled skydivers in

the UK and it might be possible, if teams were formed, to help to get skydiving included in the Paralympics. This would need to be progressed through the IPC, and was a potential target to which the Development Committee might wish to give some thought when considering its Action Plan Matrix for next year.

Action: Chris Allen / Development Action Plan Meeting

D51/01 Staff health insurance

The Chairman was pleased to report that an overall saving of £1273 had been made on the annual premium for health insurance policy for participating members of staff. This was by transferring to a new policy from the same insurer that had been designed specifically for small firms, which offered similar benefits to the old policy.

D52/01 Chairman's thanks

As this was the last meeting of the 2001 Development Committee, the Chairman thanked all of the Members of the Committee, and the staff, for their hard work and support during the year.

D53/01 Date of next meeting

A short meeting of the 2002 Development Committee would be held on Saturday 19 January 2002, immediately after the inaugural Council meeting, at the Hanover International Hotel, Hinckley, to start work on the Development Action Plan Matrix for the year 1 July 2002 to 30 June 2003 (which needed to be completed for ratification by the Council in February).

Ideas to date included: a CF1 coaching qualification (minute 39); a DZ Development Grant Scheme (minute 47) and initiating moves through the IPC for Paralympic status for skydiving (minute 50).

The meeting closed at 1700.