

# British Parachute Association

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## Development Committee

Minutes of the meeting held on  
**Tuesday 15 April 2003 at 1600**  
at the BPA Offices, 5 Wharf Way, Glen Parva, Leicester

<b>Present:</b>	Kieran Brady Chris Allen Billy Gollan David Hickling Eddie Jones	Chairman Chairman of Council [from item 12]
<b>In attendance:</b>	Tony Butler Debbie Carter Bev Fairhurst John Hitchen Martin Shuttleworth	Technical Officer Treasurer <i>Skydive Magazine</i> NCSO Secretary-General
<b>Apologies for absence:</b>	Calvin Blacker Ralph Fielding Jon Gretton Ian Midgley	Financial Administrator

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### Item Minute

#### 08/03 Minutes

Billy Gollan proposed, and David Hickling seconded, a motion that the minutes of the meeting of the Development Committee held on Tuesday 18 February 2003 be approved as a correct record.

**Approved**

#### 09/03 Matters arising

##### **9.1 Letter to DZOs about Employers' Liability Insurance - page 1, minute 2.1**

This letter had been issued, as agreed at the last meeting.

**Completed**

##### **9.2 Possibility of Skydiving becoming a Paralympic sport - page 2, minute 2.4**

Martin Shuttleworth reported that he had sent a letter dated 12 March 2003 to David Gravemberg, Director of Sport at the International Paralympic Committee in Bonn, Germany. This summarised informal consultations at the IPC plenary meeting in February 2003 asked for advice on whether skydiving may be eligible formally to apply for admission as a Summer Paralympic Sport and, if so, the procedure to be followed, together with an estimate of any associated costs. The reply was awaited with interest.

#### 10/03 Reports on areas of responsibility

There was one report, on insurance. David Hickling was pleased to report that the cost of aircraft insurance appeared to have taken a turn for the better this year.

**11/03 Freely coaching manual**

Kieran Brady reported that the BPA Chairman had contacted him after the last meeting to point out that the budget of £2K for this project had been inclusive of printing and distribution costs. Kieran Brady had tried to contact Tim Porter to discuss this, but Tim Porter had been outside the UK and it had proven difficult to speak with him. However, Kieran Brady had managed to get in touch with Tim Porter about two weeks ago and had discussed the matter with him then. He said that Tim Porter had been disappointed to hear that the available budget for co-ordination / project management of the FF coaching manual was now £1K. Tim Porter had told Kieran Brady that he would discuss the matter with Tracy, his partner, who would do most of the computer work and he had asked Kieran Brady to call him back. Kieran Brady said that he was now due to call Tim Porter back, but wished the Committee to discuss the situation before he did so. Kieran Brady also reported that he had had another conversation with Giles Fabris, who was happy for the paperwork on FF that he had prepared to be used for the manual - in fact, he was keen to see it published.

Tony Butler said that other manuals had been compiled without charge. It was simply a matter of setting out existing rules and guidelines in the form of a manual. The manuals that had been produced at no cost to the BPA had been of good quality and fit for purpose. He believed that problems were likely to arise when money was discussed.

David Hickling said that Langar had its own FF manual and the BPA was welcome to draw on the material it contained if it would be of assistance.

The consensus of the Committee was that it was important to complete this project within the budget that had originally been agreed in the 2002/3 Action Plan. Kieran Brady said that Tim Porter had expressed views that appeared to him to focus on the compilation of a useful manual, and the Committee agreed that he was the right person for the job. Kieran Brady said he believed that it would be possible for him to negotiate with Tim Porter for the FF coaching manual (to cover FF1, FF2 and FF3 together with details of a coaching qualification) to be completed to the original budget and on time, and the Committee agreed that he should liaise with Tim Porter to seek to do this.

**Action: Kieran Brady**

**12/03 Advanced Canopy Control qualification**

The Committee invited Chris Allen, BPA Chairman, to join the meeting to give an update on this project. Chris Allen said that he had e-mailed Chris Lynch to alert him to this project, and asked him to reply through John Horne's working party, which was considering the whole area of canopy piloting. The working party was engaged in a wide-ranging review, including IC1 and whether or not to have an IC2, and this would require the working party to consult with appropriately experienced people, and those likely to be affected (ie, recently-qualified A licence holders) before any firm decisions were taken. The goal of a coaching qualification did not itself come within the remit of the working party, but it was open to the Development Committee to ask John Horne whether his working party could cover this aspect too. However, no early completion date should be anticipated because the working party had much work to do ahead of being in a position to start work on the development of any such qualification.

**13/03 BPA website**

The Chairman said that it had been reported to him that it had been possible inadvertently to access a porn site by typing the URL "www.britishparachuteassociation.co.uk". Whilst this was not of course the correct URL, it was a perfectly understandable attempt to log on by someone who had mislaid the correct BPA website address. He was naturally concerned at any possible link of a porn site with a URL that might be associated with the BPA. Martin Shuttleworth said he would see whether he could replicate this effect and also seek the advice of the BPA's website consultants.

**Action: BPA Office**

Martin Shuttleworth reported at BPA website development targets for the year ending on 30 June 2003 were now complete. He was about to start liaising with the BPA's website

consultants about the website development targets, including those that had now been transferred from the draft Communications Action Plan (see Communications Committee minute 9 of the meeting held immediately before this).

**14/03 Airborne Assault Project, Duxford**

Chris Allen, BPA Chairman, had referred to the Development Committee a letter he had received, dated 8 April 2003, from Nikolaus Boulting of RWDP Museum and Exhibition Designers. This sought the BPA's endorsement of an Airborne Assault Project to be constructed as part of the Imperial War Museum site at Duxford near Cambridge. The letter 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."*

Briefing notes had been attached to the letter, together with a hard copy of an exchange of e-mails with the BPA Office that had sought clarification on certain points that Chris Allen had raised after he had first read the letter. In particular, the e-mail had asked how the proposal might relate to sport parachuting, compared with military in-service parachuting.

In his letter, Nikolaus Boulting had offered to come to speak to his request. It became clear, on discussion of the letter, that it might be appropriate to invite him to attend the next meeting of the Development Committee, because there were a number of questions about the proposal from around the table. Eddie Jones therefore proposed, and David Hickling seconded, a motion to invite Nikolaus Boulting to come to the next meeting of the Development Committee to give a 15-minute presentation on his proposal, followed by a discussion with the Committee.

**Carried unanimously**

Debbie Carter observed that the briefing notes on the Airborne Assault Project referred to a business plan, and the Committee agreed that it might be useful to ask to have sight of this - or other relevant documentation - ahead of the meeting. The Chairman confirmed that he would write to invite Nikolaus Boulting to the next meeting, and for sight of any relevant paperwork for circulation beforehand.

**Action: Chairman**

**15/03 Office electrical installation**

Martin Shuttleworth asked the Committee for authority to commission remedial work on the fixed wiring installation at the BPA Office. This had been professionally inspected last year and the report had identified a number of items that needed attention before a certificate of compliance could be issued. Despite strenuous efforts, it had proved impossible to obtain other quotations to compare with the one supplied by the firm of electricians that had carried out the testing. The Chairman asked Eddie Jones, as an electrician, kindly to consider the list of work to be undertaken and the quoted price, and to advise on whether, in his opinion, it was reasonable.

**Action: Eddie Jones**

**16/03 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): 17 June, 19 August, 21 October, 2 December.

The meeting closed at 1655.