



## Executive Meeting Minutes Sunday 8 February 2009

**In attendance:** Andy Mair (Chair), Hamish Jamson, Tim Benford, David Lane, Richard Kirk, Martyn Gallivan, Martin Twist, Dave Dowdall, Sandy Richards, Sarah Chapman, Hannah Sanders.

Please note that the order of some items in these minutes has been changed slightly to group common subjects together and aid clarity.

### 1. Introduction

1.1 Apologies were received from Dino Willox, Richard Wood, Rob Jenkins

In was noted, congratulations to Hannah Sanders on achieving her FIH badge.

1.2 Previous minutes

Agreed

### 2. Matters Arising

2.1. Discipline jurisdiction

Following on from the last EC meeting, to clarify disciplinary action for umpires at tournaments and single matches, wording was suggested to be communicated to the membership.

It was agreed that wording and a process needs further refining and documenting in order to clarify the actions which need to be taken when reporting this issue. It is intended that this will be finalized for the next meeting.

**[Action: TB, DD ]**

2.2. Tempest Shirts

AM gave an update in RW's absence. It was noted that there were difficulties in contacting Tempest and clarifying the stock levels held. It was estimated that a limited number of each colour were in stock.

It was agreed that the shirts should be obtained from Tempest. Also, that an alternative producer may have to be identified if we are to supply shirts in the next year.

**[Action: TB ]**

It was agreed that a stock take should be carried out to determine levels of stock for new members.

**[Action: RW]**

Discussion ensued regarding the Travis Perkins shirts. It was agreed that they will be removed from the stock, due to them carrying the old sponsor logo.

It was suggested that a possible donation of old stock to a charity/sport charity so that they can be put to good use.

**[Action: RW]**

### 2.3 Executive Roles

Process documents were submitted from the executive members regarding the roles and responsibilities.

A summary report was submitted on innovative technology options available to the membership. It was agreed that the development of Gamebreaker software would be added to this remit to complement other components.

**[Action: TB]**

A summary report was submitted on club liaison roles and responsibilities. A discussion of communication channels ensued.

A discussion of the new rule proposals took place. It was suggested liaison with the EH Umpiring Committee will be needed to provide clarification for umpires and clubs, at the time of implementation and at Conference 2009.

**[Action: DL, DD, MG]**

The role of the Secretary was discussed along with succession planning. It was suggested that the creation of the Member Secretary role would enable the Secretary role to be more manageable by one person. Also, liaison with clubs concerning the submission on their feedback was discussed. It was suggested that the Club Liaison Officer could be responsible for contacting clubs to remind them that their feedback needs submitting, instead of the Secretary as this role fits under their remit more effectively.

### 2.4 Annual Umpiring Awards

A discussion of ideas took place on this subject. It was suggested the club scores for umpires could be used to provide a short list of umpires (perhaps one umpire from each umpire panel). The shortlist would then be considered to select the Chairman's Award (name tbc). It was also suggested the Conference could be used to more formally recognise umpires who have been promoted. It was agreed a proposal structure would be drafted for the next meeting.

**[Action: AM]**

It was suggested the committee explore the Ronnie Grove award, by contacting David Collier.

**[Action: AM ]**

## 2.5 Performance Indicators

EH require supporting evidence for the NPUA's budget submission. It was suggested KPIs and targets should be explored to provide more detailed empirical data.

## 2.6 Membership tracking

The ability to track the member changes would fall under the Member Secretary's role.

It was agreed Dino Willox, Hannah Sanders and Sarah Chapman would liaise before the next meeting to agree the roles and responsibilities for the three exec roles.

It was recommended member profile's/status be checked on a monthly basis to ensure members are paying the correct subscriptions etc, via the member subscription page report.

**[Action: DW, HS, SC]**

## 3. NPUSP

### 3.1 Update

A brief update was provided. The next indoor selection meeting will be in March 2009 (tbc). A paper for the IDG will be circulated for thoughts with subject to approval at the next EC meetings.

It was agreed to circulate the IDG paper.

**[Action: MG ]**

It was suggested the EH Performance Plan be added to the EC agenda on a regular basis.

Changes to the website:

Add code of conduct clearly signposted on the website once available.

**[Action: HS]**

Identify changes to website and action the change of the 'NPUA selection panel' name to 'EHUSP', assuming that it gains approval at AGM.

Constitutional changes will be made after approval at the AGM 2009.

**[Action: DL, SC]**

News item to be added to the website to alert membership to the self pass which will be used at GBSL.

**[Action: HS]**

### 3.2 Fitness test

It was noted that the NPUSP did not have readily available access to the fitness test of umpires. A discussion ensued of how to correct this and how this relates to the membership secretary role. The list of umpire fitness test results will now be made available to the selection panel via the website.

**[Action: DL]**

The issue of fitness was raised and discussed. It was agreed a paper of clarification will be circulated for consideration and finalizing at the next meeting.

**[Action: AM]**

3.3 Structure

A discussion of the NPUSP structure ensued, several options were discussed. It was agreed a draft proposal would be circulated for the next EC meeting.

**[Action: AM, DL]**

It was agreed the responsibility for appointing a representative to the GBPOP needed clarifying between NPUA EC and EHUC.

**[Action: AM]**

**4. Accounts**

4.1. Current budgetary position

An update on the budget was delivered. It was agreed to update the budget for non-appointment costs and to follow up on exchange event costs.

**[Action: RK]**

4.2. Projected budget

It was agreed all members to document their responsibilities and activities in order to tie this into the budget.

**[Action: ALL]**

4.3 Membership

The deadline for subscriptions is the end of January. It was agreed that the Appointments Secretary should be contacted to determine if any members are inactive in addition to those already known about. It was also noted if members of the EC are contacted by members withdrawing from active umpiring then they should contact the Secretary.

**[Action: RK and ALL]**

**5. Coaching and Development**

5.1 Coach Panels

The coaching panels will be added to the website.

**[Action: DL]**

## 5.2 Coaching Committee

An update on the coaching committee was provided. It was suggested that the following meeting would discuss ideas for improving the committee's efficiency and to incorporate the EH Performance Plan action points.

**[Action: AM, DL, SR]**

## 5.3 Video and Gamebreaker

An update on the provision of Gamebreaker was provided. It was agreed a list of those who are willing to be trained on the system at the GBSL would be provided to EH. It was also agreed that this should be linked into the Technology Development Officer role.

**[Action: SR, TB ]**

It was agreed that possibilities for using the technology at the end of season tournaments would be explored.

**[Action: TB, SR, DD]**

## 6. Conference Feedback

### 6.1 Proposal for the future

A paper on proposals for Conference 2009 was delivered. It was agreed the budget should be finalised for this year's Conference.

**[Action: RK, DD]**

The option for members to pay for the full cost of the Conference via the website will be explored.

**[Action: DD, DL, RK]**

Two options were suggested for the location of Conference 2009: Lilleshall and Loughborough due to availability of dates. It was decided that Loughborough would be the location for the Conference.

**[Action: TB]**

An updated proposal will be circulated for the next EC meeting.

**[Action: DD]**

The proposed marketing campaign was agreed.

The date for the Conference will be added to the Diary and as a news item on the website.

**[Action: HS, DD]**

## 7. AOB

### 7.1. Meeting dates 2009

The date for the next EC meeting will be held on Sunday 14 June 2009, at Bisham Abbey. The date for the following meeting will be held on Friday 4 September 2009 at Loughborough University.

**[Action: DW]**

7.2. Umpire Manager List

The process to add a new umpire manager to the existing group, and the responsibility for maintaining the list, requires clarification.

**[Action: SR]**

7.3 Website updates

An update on additions to the website was provided. It was agreed that the function to access the website via handheld devices should go live. The addition to provide feedback from umpires to coaches was approved. Exploration to pay for the Conference in advance via the website was approved.

7.4 NDG

For the EC to give consideration to an NDG for men, in addition to the previously proposed women's group.

**[Action: ALL]**

7.5 EHL

Proposals for EHL changes have been made by EH. The NPUA will be responding to the proposals.

**Next meeting: Sunday 14 June 2009 @ Bisham Abbey**

The meeting closed at 17.12