



NPUA Executive Committee Meeting Minutes

Date: Saturday 31st October 2009

Venue: The Barns, Cannock

Meeting started at 10.35am.

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

1. Starters

1.1 Welcome and especially to new members

Present: David Dowdall (DD), Sandy Richards (SR), Lili James (LJ), David Thirsk (DT), Hannah Sanders (HS), Richard Kirk (RK) and Martin Twist (MT).

1.2 Apologies for absence

Rob Jenkins (RJ), Sarah Chapman (SC), Karen Evans (KE), Richard Wood (RW), Tim Benford (TB) and Martyn Gallivan (MG).

1.3 Minutes of previous meeting

Actions from previous meeting have been completed.

Martin Twist to follow up with Tex Solutions to confirm budget required for Club training appointment system and proposed implementation timescale.

[Action: MT]

1.4 Future Executive Committee (EC) meetings

Circulating summary reports for relevant agenda items prior to the EC was trialed for this meeting. The trial proved successful with some options to improve efficiency further. It was suggested the summary reports should be separated into two categories: Pre-meeting reports, compulsory reading before the meeting, and supporting documents, for information only.

[Action: ALL to do for next EC to email to Secretary 10 days beforehand]

[Action: DD and MT to circulate template]

The venues and proposed agenda structure for the EC meetings were agreed:

September: Loughborough (at the Conference venue)

November: Cannock

February: Swindon

June: Bisham Abbey

[Action: HS to research available dates for these months and a venue for Swindon (liaise with MG)]

It was agreed the minutes from EC meetings should be published by the Secretary within two weeks of the meeting.

[Action: HS and to confirm all EC members are added to the website]

1.5 England Hockey meeting update

An update from the meeting with the EH representatives was provided by DD and RK. The content of the report were noted and DD and RK will feedback thoughts to England Hockey.

[Action: DD and RK]

2. Subscriptions

The issue to consider subscriptions was as an action point from the NPUA AGM 2009. The strategy to progress this issue was discussed.

The EC recognised that the principle of equality was a core value to the NPUA. It was determined that the concern about the level of subscription focused on value for money and it was recognised that there is a possibility the issue is a result of a disparity between the subscriptions paid and the perceived benefit returned to the membership.

It was agreed a consultation period was required to consult with the membership about how to deliver better value for money for the level of subscription paid. Subsequently, a questionnaire will be circulated to the membership in order to gather their thoughts about how to improve the return they receive and what more can be delivered for their benefit.

[Action: HS to draft questionnaire]

3. Conference

3.1 Feedback from Conference09

A summary of member feedback from Conference09 was provided by MT. It was noted that this conference was rated by the membership as the 'best yet'. However, improvements and lessons-learnt were noted, in an effort to improve Conference2010.

3.2 Thoughts for Conference 2010

A provisional date for Conference2010 was confirmed for 4 and 5 September 2010 at Loughborough University.

[Action: MT, RK, HS and others (tbc) to be part of Conference2010 Working Group]

3.3 AGM

Feedback from the NPUA AGM 2009 was discussed with suggestions for improvement for the NPUA AGM in 2010. It was agreed that early communication to the membership would be undertaken with a more structured format for the AGM.

[Action: DD, MT and HS]

The EC wanted to thank Martin Twist for his effort in developing the NPUA AGM for 2010.

4. Coaching

4.1 CDA recruitment

An update on the CDA recruitment process was provided by the Secretary.

4.2 Development Groups

RK to determine the remaining budget for 2009/2010 and to work with SR to confirm

the plan for the provision of development groups.

[Action: RK]

SR to work with selectors to identify potential candidates to be involved with outdoor development groups, to ensure they are more targeted and appropriate to members' development.

SR to explore options for an indoor development group at the beginning of the indoor 2009/10 season. SR to liaise with Val Sassall to determine viability and report back to EC by 6 November 2009.

[Action: SR]

Development group narrative to promote the opportunities will be developed for the website. HS also to draft the introductory letter for development group invitees and to include a paragraph to remind attendees of their responsibilities.

[Action: HS]

4.3 Level 3 & UM Conference

An update was provided by SR. SR to confirm details of the Conference with England Hockey so this can be communicated to the interested members. SR to provide a list of attendees to the EC after the closing date for application.

[Action: SR]

4.4 Strategy

An update on the coaching strategy was provided by SR and it was agreed a meeting would be scheduled to discuss coaching in more detail as the development of this element of the NPUA is too large for an EC meeting. DD to organize a meeting for relevant stakeholders.

[Action: DD and SR]

The coaching panels were discussed with a view to develop its strategy in conjunction with England Hockey, reporting on progress at the next EC.

[Action: SR]

Feedback was provided by SR that several umpires are receiving too much coaching because coaches cannot be appointed to an individual umpire, at present. A proposal was made to explore an IT solution for the possibility of an individual coach umpire appointment.

[Action: TB to contact Tex Solutions]

A formal process for assessing coaches is required which links with other NPUA processes. It was agreed this should be coordinated centrally by DD.

[Action: DD to follow up with all parties involved]

5. Technology

5.1 GPS tracking and testing update

Funding options for GPS tracking have been explored with FIH, which was very

receptive to the concept but had no available funds at this time.

It was agreed, subject to budget priorities, GPS tracking across a group in every panel of the membership would continue to be explored, with benefits communicated to all.

[Action: TB and KE]

5.2 Radio Mics

An update on the 10 week trial period to provide radio mics was provided by DD. It has been agreed that the mics would be provided for five weekends in the indoor season and to trial them across the divisions, so groups of umpires in all levels of the membership would have an opportunity to access.

Trial weekends:

12 & 13 December, 9 & 10 January, 16 & 17 January, 23 & 24 January and 30 & 31 January 2010.

It was agreed this opportunity should be reviewed with feedback and consultation from key stakeholders. The opportunity should also be highlighted on the website.

[Action: HS]

England Hockey is continuing discussions about the provision of funding radio mics for the future National Programme. TB and DD will continue to work closely with England Hockey to develop this support.

5.3 Website

It was noted the website needs updating in several areas. It was agreed that each EC member will be responsible for checking sections of the website and reporting any changes needed to the Secretary.

[Action: DD to divide responsibilities]

[Action: ALL to report any changes required to Secretary by 30 November 2009]

[Action: HS to make all reported changes by 31 December 2009]

6. NPUA Strategy

6.1 Future planning

The Performance Umpire Plan (PUP) was discussed and it was agreed that Martyn Gallivan would monitor and report progress of the delivery of the PUP, for the NPUA.

It was agreed an NPUA Action Plan for 2009-2012 should be drafted, which will support the delivery of the PUP. It was also agreed that the consultation with the membership would help develop the NPUA Action Plan.

DD to liaise with England Hockey regarding the PUP and the NPUA Action Plan.

[Action: DD]

7. Clothing

7.1 Casual shirts/shop

Extending the range of the NPUA clothing was discussed and several options to work

with suppliers will be explored in conjunction with England Hockey.
[Action: DD and RW]

8. Finance

8.1 Accounting

The EC discussed the summary reports submitted to the Committee. The issue of members claiming expenses on time to meet financial reporting was discussed. Options to increase the timely payment of expenses will be explored with Tex Solutions.

[Action: RK and TB]

8.3 Strategy

Budget planning needs to be aligned with the NPUA Action Plan (which supports the PUP) and the two should be developed in conjunction.

[Action: RK, RW, DD]

9. EHUSP – issues arising

The report from EHUSP was discussed with regard to action points submitted to the EC.

The EC wanted to thank Martyn Gallivan and the EHUSP for all their hard work to coordinate the assessor list for 2009/10. The suggested assessor list was approved.

The EC would like further clarification from the EHUSP as to the criteria for becoming an assessor so that this can be documented and added to the website to encourage future potential assessors.

[Action: MG]

The issue of assessors having access to previous reports about umpires was re-clarified. Assessors will not have access to umpire reports as they should assess on the match they are watching and not be influenced by previous assessments/coaching reports.

An update on fitness was provided by DD. The EC would like to thank all the Selectors and DD for their hard work to coordinate this activity.

Fitness test requirements for outdoor and indoor umpires was discussed and the recommendations from the EHUSP were considered. It was clarified that the fitness test policy is applicable for both outdoor and indoor purposes. This clarification will be added to the website.

[Action: HS]

England's representative to the GBPOP was discussed as the position is due for nomination. Further explanation about the position, deadline and remit required of the nominee is needed.

[Action: DD and MG]

The process for nominating Umpire Managers (UMs) to EHF and FIH was clarified. It was agreed the nominations should be made through the EHUSP, which is the same

process for umpires.

Potential changes to include the fitness strategy into the assessment watching strategy for the EHUSP was discussed.

[Action: DD to feedback to EHUSP through MG]

10. AOB

- 10.1 The issue of causal shirts for coaches was raised as a result of a query from a member. It was clarified that coaches receive a casual shirt every year which is equal to that of umpires, who receive three umpiring shirts every three years.

The issue of the sponsor's logo on old stock casual shirts was also discussed. This has been reviewed and will be taken into consideration when supplying new garments.

[Action: DD to respond to member]

- 10.2 Club scores: changes to the website to alert Selectors when an umpire is rated at one by a club will be investigated further. Further information from the club is required through the feedback system on the website.

[Action: MT to investigate progress with Tex Solutions]

- 10.3 CDA and CDM role descriptions to be added to website, by end of November 2009.

[Action: HS and SR]

- 10.4 Indoor Selection Panel: has been ratified by EC.

- 10.5 Body Language DVD: an update on the DVD was provided with a view to review the premier/draft at the EC meeting in February. The distribution strategy of the DvD was also discussed.

- 10.6 CRB check process: clarification of rolling out CRB checks across the membership in accordance with the budget is required.

[Action: DD to liaise with Dawn Bonner]

- 10.7 Awards: An additional award to be presented at the NPUA Conference was introduced for Conference 09. A narrative to explain the criteria of each award has been drafted and will be further developed, with a view to add this to the website. A wider awards structure will also be explored.

[Action: DT]

- 10.8 Mentoring: It was recognized the mentoring system within the Association had not been developed since its introduction. It was agreed a structure for mentoring and exploration about how to encourage future mentors was needed.

[Action: LJ]

- 10.9 The EC wanted to note a special thanks to all the outgoing members from the EC, whose contribution was invaluable.

Meeting closed at 16.17.