

**MINUTES OF EXECUTIVE COMMITTEE MEETING**  
**held at Hilton Newbury North, Saturday 9 September 2006**

**PRESENT**                    V. Sumpter    (Chairman)  
                                  P. Wildish  
                                  Mrs S D Timms  
                                  S.P. Cooke  
                                  D. Burke  
                                  G. Cooke  
                                  Mrs S Ward  
                                  F. Burlingham  
                                  K.Holland

The Chairman referred to the passing of Mr Bill Smith and commented that he would be very sadly missed. Mr Smith contributed so much to Aikido and the BAB. A memorial service is being held on 23 October, at Birmingham Cathedral; details to be circulated.

The Chairman then officially welcomed Sue Ward (Child Protection Officer) and Frank Burlingham (Coaching Development Officer) to the Committee.

John Burn offered his apologies for absence due to a personal matter.

**1. NATIONAL COURSE**

K. Holland reported that Marill Poole has agreed to cover the first aid role for the national Course as she is a qualified nurse and teacher of first aid, Jack Poole is qualified to assist. The Committee agreed they should be paid a fee of £200.00.

K. Holland also stated that 10 volunteer stewards were needed to man the various points of entry and the registration desks. As they would not be needed continually all day, they would be offered free participation in the national course. S. Timms will write to the Associations asking for volunteers.

**ACTION: S. TIMMS**

S. Timms confirmed that all the arrangements were now in place, although there were a few spaces left if anyone wished to join those already booked for dinner on Friday night, 20 October.

The National Course for 2007 was discussed, and it was agreed to hold this in Cardiff at the Sophia Gardens venue on Saturday 29 September 2007. K. Holland to arrange the booking.

**ACTION: K.HOLLAND/S.TIMMS**

**2. RAISING THE PROFILE OF THE BAB - MEDIA COVERAGE**

P. Wildish outlined his plans for raising the profile of the BAB through media coverage and stated that he would liaise with J. Burn. It was suggested that the website could be shared with Child Protection, Data Protection and the Press Officer.

P. Wildish reported his intention to communicate directly with the membership of Associations, establishing a voice; he expanded on the following topics:

- Coordination of website and newsletter
- Communicating news and articles from Member Associations
- Editorial control

He also intended to communicate with the sports community, local government and potential sponsors by:

- Raising the profile of the BAB with other sports, particularly Olympic Institutions, and suggested a high profile event or series of events during the Olympic fortnight
- Raising the profile of the BAB with Local Govt and Educational Institutions, i.e. “What can the BAB do for the young?” and our part in the fight against obesity
- Communication with the Sports Press
- Trawling for sponsorship – what’s in it for sponsors?

It was agreed that P. Wildish had given himself a mammoth task to fulfil and should be given as much help as necessary.

### **3. WEBSITE**

As John Burn was not able to attend the meeting, this item is held over for future discussion.

**ACTION: CHAIRMAN**

One Association had recently e-mailed the Secretary to complain about the lack of updating of the web-site. The Chairman explained that J. Burn was presently dealing with extra-ordinary and compassionate family matters at the moment and it is, regrettably, unreasonable to expect him to be able to devote time to his webmaster duties at present. Associations are asked to be patient; normal service will be resumed as soon as possible.

**ACTION: J BURN**

### **4. COACHING**

Frank Burlingham, the newly appointed coaching development officer, gave his report and outlined how he perceived coaching for the future. He stated that he would continue to build upon the very good work that both Andrew Baird and Bob Jones had put in, and thanked them both for their hard work in achieving what he felt was a very good standard and direction in coaching qualifications. Frank stated that as the new CDO he felt that the coaching standard level should be raised but also made more accessible and easier to achieve; he hoped to simplify the coaching awards. He would also like other governing bodies to hold the BAB Coaching up as an example of good practice, therefore the standard needed to be raised even higher.

He outlined his plans for the next stage of coaching development and the following points were put forward for discussion:

### **Course Outlines**

Each required level needs to be made more clear as to what it is for.

### **Coach Level 1**

This is complete, however he felt that there is a need to review and perhaps update the content where needed, i.e. coaching children developments.

### **Coach Level 2**

Most units are now complete.

Planning for success is being completed by Bob Jones (Aug 06); and Fit for Purpose to be completed by Phil Smith - Frank will contact him re this.

Upon a candidate completing all units - attend a 1 day course, where a 30-minute teaching assessment will take place along with a risk assessment session.

### **Coach Level 3**

Frank posed the question, "Why do it? It states that it is for coaching at a National level. How many Senseis have taught on the BAB National Course who have Level 3 coaching?"

The current course outline is suitable for "sport" Aikido so maybe this should be something that the Tomiki-style Associations could introduce for their needs?

Frank commented that, overall, nobody will go for it as, rightly, they see no benefit. If there was, say, a reduction in the PI insurance premium then this may be an inducement and could encourage more to take Level 2/3. He strongly felt that Level 3 should be dropped. The motion was to be raised at the next GM.

**ACTION: F. BURLINGHAM**

### **Association Coach Tutors**

There are too many. Several have not delivered a course, or attended a Coaching weekend for updates. All Coach Tutor certification has an expiry date, much like a First Aid certificate. Coach Tutor certification will be reviewed and the proposal is to remove the award from these individuals. Additionally, it is proposed that all coaching qualification certification is valid for 3 years only.

**ACTION: F. BURLINGHAM**

### **BAB Coach Tutors**

As the BAB Coaching team has effectively reduced to 3 active Tutors, it is planned to increase the BAB Coach Tutor numbers to around 8, and for them to be geographically located; some names are being considered. A programme will need to be put together in a similar way to what the existing BAB tutors went through.

**ACTION: F. BURLINGHAM**

### **Coaching Finance**

Frank stated that the BAB should support Coaching financially, and coach courses run if the need is there, and not judged on whether they make a profit. Frank proposed a budget for coaching, which was agreed.

### **Coaching Administration**

Grev Cooke reported that there has been a good response for the Coach Tutor weekend 30 September/1 October.

## **5. INSURANCE**

S. Timms advised that all Association Registrars would be asked to send in their December returns before the end of December 2006 so that she can liaise with Perkins Slade regarding any possible insurance increases.

## **6. CHILD PROTECTION**

Sue Ward outlined Child Protection issues as follows:

**The Media Group (TMG)** will act as CRB counter-signatories. The present cost of CRB checks is £7.50 and will be increased in Jan 2007 to £12.00.

**A Case Management Group** has been set up, and will comprise Sue Ward, Denis Burke, Steve Davies, Dave Yates and Francis Burgess. Each member of this group has expertise in this field and has volunteered for this role.

**The Disciplinary Panel** will be made up of V. Sumpter, S Timms, P. Wildish and P. Cooke (the 4 Officers of the Board). This panel will, together, write the Child Protection Disciplinary Panel policy.

**Association CPO training:** it was agreed that this is a cost which falls to the Associations.

**Insurance:** S. Ward is to find out the legal position if compulsory CRB checks were to be linked to the BAB granting PI insurance cover.

*Chairman's After Meeting Note:*

*TMG have advised that this might well be illegal as CRB checks require the consent of the individual and he/she is genuinely not involved with supervising or teaching children, then there is no requirement for them to be CRB checked. On this basis, PI insurance will remain separate to BAB CRB/CP policy.*

**Finance:** It was agreed that a budget for Child Protection to be set up. S. Ward is to let the Finance Officer have a schedule of costs. All Invoices for whatever expenditure are to be sent to BAB secretary for payment.

## **7. DATA PROTECTION**

D. Foster advised that there is a change in guidelines for Data Protection: Accident forms involving children are to be kept until the child is 21 years old.

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## **8. ANY OTHER BUSINESS**

### **Membership**

T. Bayliss reported that he had received phone calls requesting information on joining the BAB but because one of the qualifications for membership is 100 members, this became a stumbling block to progressing the application for membership. He had advised them that they could consider joining an existing BAB Association but the interest was then lost. The qualification of 100 members to be raised at GM.

**ACTION: T. BAYLISS**

The Chairman reported that the U K. Shin Gi Tai Association had failed to comply with BAB member insurance policy and requirements since July 2005. The Chairman stated that both he and the Secretary had written to UK Shin Gi Tai on several occasions in the past 6 months, requesting compliance with BAB member insurance policy, setting deadlines for action and warning of the consequences of failure to comply. Despite being given every opportunity and leeway to meet obligations, the Association had failed to fully address the situation. In view of this, the Committee unanimously agreed that UK Shin Gi Tai should cease to be members of the British Aikido Board with immediate effect. The Secretary was instructed to write to the Head of the Association and to return any monies already received; their Reg Certs were to be noted for record as nul and void for insurance purposes.