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Minutes of Committee Meeting held 21st September 2021**1.0 Attendance.**

Present: Ian Harvey (President, acting Secretary), Shaun Cullimore (Treasurer), James Doughty (Youth Coordinator), Helen Jefferies (Youth Coordinator), Graham Wayland (Senior Men's County Manager), Mike Sheppard (Umpiring Secretary).

Apologies: Lisa Lundie (Welfare Officer), Carolyn Rolleston (Coaching Director), Sally Privett (West Masters representative and Women's Masters Manager).

Not Present, Rob Fynn (Disciplinary Administrator), Bob Moxom (Vice President), Lindsay Ferguson (Men's Masters Manager), Nigel Sherwood (support Men's Masters Manager).

Reports submitted before the meeting are included in *italics*.

Please note if an action is a long term item it has now been moved to the end in section 10.

2.0 Minutes from Last Meeting - 11th March 2021.

The Minutes from the Committee Meeting held on 11th March 2021 were approved.

Ian Harvey chaired the meeting.

3.0 Matters Arising.

3.1 England Hockey AGM Resolution governance - Graham Wayland had been registered along with Shaun Cullimore for the on-line forum that had been created by EH to provide a means of discussing the detail of the new County Governance documents (the model Articles of Association and Constitution) being worked on by the National Working Group.

4.0 Chairman's Business

4.1 England Hockey AGM Resolution governance.

This is now covered in the Secretary report.

5.0 Reports.

Provided reports are reproduced in *italics*.

5.1 Secretary - Ian Harvey.

Ian Harvey reported on the England Hockey AGM Resolution on governance County Standing Committee National Working Group initiative which had seen limited activity since May. At that time Ian Harvey had commented on the draft model Constitution and county role definition / activity checklist and subsequently had discussions with Caroline Baynes of EH who was drafting the documents. As a result the first drafts had been published on the forum in July for comment. Since then almost nothing had happened, presumably because all of the efforts of EH were being directed towards resolving the GMS issues. It is not clear when this will be picked up again by EH, but if nothing is heard by the end of November then this will need to be chased as GHA needs the new Constitution so it can revise or replace the existing one at the next AGM in May 2022.

One question was raised later in the meeting over to which counties Clubs would belong in the future, at this stage this is unknown for certain although Avon is making a bid for all the men's sections of their women's clubs to move to Avon.

No actions.

5.2 Senior Men's County Manager - Graham Wayland.

Nothing to report, any future activity will depend on the final definition of the role of the county coming out of the restructuring. No actions.

5.3 Youth Coordinators:

Schools - Lisa Lundie.

The schools competition for 2021 - 22 will follow the old format with any changes coming in 2022 - 23. Lisa Lundie has sent out entry forms to schools for the girls competitions and has dates in place. No actions.

Festivals and In2Hockey - Ian Harvey.

A full programme of junior Festivals for U8s, U10s and U12s girls and boys is planned for 2021 - 22 with facilities booked for all the dates and this season for the first time there will be "A Team" events for U12 girls and boys. It is also hoped to run an U14 7-a-side set of Festivals, but interest for this is very uncertain with the amount of new junior U14, U16 and U18 hockey competitions introduced across the West Area with leagues both for the whole area (Tier 1) and part Area for Tier 2 and below. This in addition to the

Clubs EH knock-out cup. The Avon Junior Hockey League is also expecting to continue to run.

No actions.

Player Pathway - James Doughty, Helen Jefferies.

During the discussions of the report some supplementary points emerged and these are in plain text below each section to which they refer.

March to September 2021 - 2022 Season

- *DCs for U13 and U14 were held in May and June (285 Nominations - 202 attendees - cost kept to a minimum (£20) - players could only attend 2 sessions.*
- *England Hockey changed the age band for county hockey from Year of Birth to Academic Year in April (just after we sent out the DC invites based on Year of Birth).*
- *For the first time, we are running a DC in parallel with the AC. This is being run by GoCrea8 - it will probably make a slight loss (@£1k).*
- *For the first time we are running U13 AC squads for boys and girls - this is the lowest age band that England Hockey suggests we run.*
- *All AC squads have been selected except for U16/17 girls - all squads will be in place by 12th October ready for matches in November.*
- *Appeals - we have had a few and managed them well with the exception of one. They have requested information from us under GDPR - see AOB*
- *AC cost has gone up from £45 to £60 per player - it will probably make a slight loss (@£2k).*
- *PC is up and running - we have 16 girls and 9 boys at PC or beyond.*

Running AC and DC in parallel for U13s and U14s allows players to move up and down between squads depending on their performance. Aim is to give more opportunity and improve player retention which is such an issue in the older age groups.

10th October has been chosen as an internal match day for the squads to get some practice of playing together.

Coaches

2 lead coaches left at the end of 2020-21 season - we have replaced one and worked around lead coaching roles by combining training for the U15 boys with the U16/17 boys. We hope that all age bands can put out a competitive side.

A request for more female coaches sent to all schools and clubs elicited zero responses.

Talent Strategy and England Hockey

The first tranche of clubs being processed that are in reasonable travel distance of Gloucestershire are listed below:

- *Clifton Robinsons Hockey Club*
- *Team Bath Buccaneers Hockey Club*
- *Isca Hockey Club*
- *Reading Hockey Club*

This season is the final cycle of PC.

We have been unaffected by the Game Management System problems

The future of the Player Pathway System is uncertain. The England Hockey Player Pathway System Administrator and Manager both resigned last week. By close of play tomorrow they will both have left England Hockey.

In respect of the Talent Strategy given that there are no Gloucestershire clubs in the first cohort of Talent Centre / Talent Academy applicants then as we go forwards we need to make sure we are not sending players into a “hostile environment” nor where they may be poached. Also what this means for our players in the absence of any Talent Academy is unclear as TAs not likely to be in place before 2023.

Given the uncertainty around the future of the EH PP system the direction for GHA should be to future proof our own systems.

Opportunities

We have had an initial conversation with the Director of Elite Sport at Hartpury about working together to see if some of the strength and conditioning work they do is relevant to our AC squads. We have also been approached by an organisation specialising in mental health for sports persons.

Administrative Help

Helen Jefferies has settled in and is proving to be a valuable and reliable source of help - a big thank-you from me. She helps with the PPS, the calendars, match arrangements and pitch bookings.

Payments for coaches are now automated and seem to be working well.

The full schedule for 2021-22 season is on the GHA Website, in the PPS and on the Coaches Schedule Spreadsheet - please do not ask me why we have 3 systems to do this.

Lastly, the issue was raised of how players might pay for their kit for the AC squads. Shirts, hoodies possibly both and for goalkeepers a smock. Agreed it would be BACS payments not Gocardless.

No actions.

5.4 Umpiring - Mike Sheppard.

The umpiring situation has been frustrating due to the issues with GMS which has been “creaking”. It has not been usable for appointments in West Area and although 480 had signed up to date it is not enough, some people have also dropped out. Also some umpires have found they have multiple records, up to 5 in some cases! The payment system is not working because 2 Areas had not signed up to the chosen banking system which delayed the whole implementation.

West has also been split into North and South for appointments. HGWHUA has been unable to make appointments as too few umpires available to it. Women umpires are fewer than ever, 5 years ago they could cover all premier matches, now it is only 1 or 2.

No actions.

5.5 Indoor - no officer.

In the absence of an Indoor Secretary there has been a gap. Schools entries for the West competitions have been taken care of via Lisa Lundie collating entries and then delegating the management to the schools themselves.

The senior Clubs have taken care of themselves as so few were interested in entering the West competition.

This leaves just the juniors with no one to organise them. James Doughty offered to look at what might be done along the same lines as with the schools, all emails received by Ian Harvey to be forwarded to James Doughty - **Action: Ian Harvey.**

NOTE: Subsequently Ian Harvey collated the entries and got the Clubs to organise themselves to hold the county preliminary rounds.

5.6 Masters Managers:

Women - Sally Privett.

No report was submitted. No actions.

Men - Lindsay Ferguson, Nigel Sherwood.

The men have entered A and B teams in the EH Over 60s Masters Cup for this year, trials will be held in October with matches starting in November.

No actions.

5.7 GHA Website - Shaun Cullimore.

Nothing to report. No actions.

5.8 Clubs Representatives.

These positions remain unfilled and the need for these will be determined when the outcome of the EH governance review and the future role and make-up of the Sub-Areas (Counties) is defined. No report required for now. No actions.

5.9 Welfare Officer - Lisa Lundie.

Nothing to report. No actions.

5.10 Disciplinary Administrator - Rob Fynn.

No report was submitted. No actions.

6.0 GHA Finances / Accounts - Shaun Cullimore.

Income recently has been £6,115.00 from the PP activities; expenditure has been £8,151.00, a deficit of £2,036.00. AC sign-up has started and the income vs costs needs to be tracked to understand the overall expense. Problem is that the income is not synchronised to the expenditure.

AC needs a new set of balls and GoCrea8 would like to buy the old ones, all 360 of them! Also new bibs are needed! The meeting approved James Doughty to buy the required equipment.

The reserves stand at ~£60,000. So far 11 of 29 Clubs have affiliated and 5 schools. The insurance has been renewed with Howdens rather than the new EH Membership Plus scheme, there was insufficient time to understand the coverage from the EH scheme before the renewal date.

No actions.

7.0 West HA Matters - Ian Harvey.

The new West Area company has come into being and now the counties no longer have any role, only the clubs. The exceptions to this are the various sub-committees such as the junior competitions which require county representatives. It is not clear how this is going to work in the future where counties are contributing to West activities, but appear to have no voice. No actions.

8.0 Any Other Business.

The issue of the appeal against the decision not to select a player for the U14s girls AC squad and the subsequent demand for information from the parent invoking GDPR was discussed. It was noted that written records of the selection decisions had not been kept so the GDPR request was somewhat meaningless. There was now a discussion taking place with the parent, the school and the club over which route would be used for the appeal as it had to come from the nominating body.

No further details are recorded here for confidentiality reasons.

This may escalate further so Ian Harvey as GHA Secretary to be kept informed -

Action: James Doughty.

9.0 Date of Next Meeting.

The next meeting will take place on Thursday 20th January 2022 via Zoom.

10.0 Carry over actions

10.1 HGWHUA representation on GHA Committee.

HGWHUA have decided in future not to appoint a representative to the GHA Committee. This role may need to be removed from the Constitution depending on the outcome of the EH AGM Resolution Governance review and the relationship between Areas, Sub-areas and HUAs.

Consider need to update the GHA Constitution at next AGM if HUA representative role is not still required. **Action: Ian Harvey.**

10.2 GDPR (General Data Protection Regulation)

There are now templates for hockey organisations to use, EH are referencing the Sport and Recreation Alliance documents. These need to be adapted to

the needs of GHA. Also an audit of personal data held by the GHA should be carried out to ensure compliance with the policies once created.

Create draft proposed GDPR policies for GHA including a consent form based on Sport and Recreation Alliance templates. Audit of personal data held by the GHA also needs to be completed. **Action: Ian Harvey.**

10.3 GK coaching course

No progress has been made due to the difficulties of finding suitable coaches with availability. It was agreed that a one day event would make the most sense and in view of the difficulties in getting a “name” to lead it was felt that a specialist goalkeeper coaching company would be a better arrangement. Fortitude was suggested. Location would probably be best at Dean Close. Contact Fortitude to see what they could offer then explore possible venues including pitch and classroom availability. **Action: Ian Harvey.**

10.4 Run coaching courses

Potentially Introduction to Hockey Coaching course could be run. Need to explore possible dates, but something as soon as possible as early in the season enthusiasm is likely to be high. Kings in Gloucester has a new pitch and seem keen to let it out for hockey, classroom though would also be needed. Discussion to be held with EH over setting this up so course can be accredited. **Action: Ian Harvey.**

10.5 Senior Mens’ County Side.

It was agreed not to make any decision on the future of the team until EH decides the future of the competition. Review the future of the county senior mens team once the EH AGM Resolution outcome is clear. **Action: Graham Wayland.**

10.6 Clubs Representatives.

Positions are unfilled currently. The EH AGM resolution Governance review will redefine the relationship between counties and clubs so this can be left open for now. However, a view will be needed by the next AGM in case the constitution needs to be revised. **Action: Ian Harvey.**

10.7 Legal status of Gloucestershire Hockey Association as a body.

The question of whether the GHA needs to become an incorporated body as West has done, possibly a company limited by guarantee, remains open. The concern exists over whether the GHA officers could have some liability for tax arrears if HMRC were to pursue anyone contracted by GHA. Incorporation seems overall a sensible move as it would provide protection to the GHA officers; however, until the full impact of the proposals arising from the England Hockey AGM resolution on governance are known and the implications for the status of the GHA this should be put on hold. Develop a detailed proposal regarding GHA Incorporation unless the EH governance proposals make this unnecessary. Complete when EH Structure fit for the Future becomes clear and the role / constitution of Counties or Sub Areas as they are known is defined. **Action: Ian Harvey.**

James Doughty has a contact (Jo White) that has experience of both incorporation and the development of procedures and policies that could be a useful source of information. Recent experiences such as Player Pathway improvements would suggest that a set of GHA specific policies and procedures would be very useful. Seek support for developing GHA specific policies and procedures. **Action: Ian Harvey.**

10.8 GHA Committee job descriptions.

Need job descriptions for volunteer roles that are vacant; Secretary, Clubs Representatives, Welfare Officer (although now filled). This action should now be put on hold pending the outcome of the EH AGM Resolution on Governance as anything produced could be made obsolete. Create draft job descriptions proposals for the Committee to review and agree. **Action: Ian Harvey.**

10.9 Future roles for GHA.

No further progress on this as it depends on the outcome of the EH governance review and the future role and make-up of the Sub-areas. Complete once the EH Structure fit for the future is defined as this will determine the roles. **Action: Ian Harvey.**

Appendix 1 - detailed accounts

No detailed accounts this month due to the previous suspension of hockey.