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**Honorary Secretary (Acting)**

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**Minutes of Committee Meeting held 20<sup>th</sup> January 2022****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) Bob Moxom (Vice President), Lindsay Ferguson (Men's Masters Manager), Lisa Lundie (Welfare Officer), Carolyn Rolleston (Coaching Director), Sally Privett (West Masters representative and Women's Masters Manager)..

**Apologies:** Nigel Sherwood (support Men's Masters Manager).

**Not Present:** Rob Fynn (Disciplinary Administrator)

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. NOTE: A lot of these actions are now redundant in view of the transition to the new structure and the role of the West Area. This is now commented in Section 10 and those actions identified that need to be closed.

**2.0 Minutes from Last Meeting - 21<sup>st</sup> September 2021.**

The Minutes from the Committee Meeting held on 21<sup>st</sup> September were approved.

Ian Harvey chaired the meeting.

**3.0 Matters Arising.**

There were no matters arising.

**4.0 Chairman's Business**

Nothing was raised, all issues covered in the various reports.

**5.0 Reports.**

Provided reports are reproduced in *italics*. Supplementary comments are in plain text.

### **5.1 Secretary - Ian Harvey.**

*Now that West Hockey is an Area under the new hockey governance structure, counties are no longer invited to attend any of their meetings so anything of importance is only known if the EH Relationship Manager informs us. However, we are invited to send representatives to the Area Junior Competitions Committee and the Area Masters Committee. Umpiring and league are no longer any part of the county remit.*

*I have been participating in the County Standing Committee National Working Group, but this has been focused on drafting the new standard model constitution for counties. I have offered several sets of comments, but aside from correcting the typographical errors I identified they have largely held to the content they have defined. Unless their version made no sense, in which event they have made changes! It is the intention of EH to require all counties to adopt this constitution as a condition of becoming members of EH and the Areas. Under this as counties we would be members of the Area so I guess then would have a greater involvement; hopefully therefore the current situation is only temporary.*

*The latest draft of the new standard model constitution is on the GHA website for comment. Although I do have some reservations and Shaun Cullimore has spotted some inconsistencies and gaps; I feel it is a basis for Gloucestershire to adopt in place of the existing one. Comments welcome.*

*Otherwise there has not been much happening aside from being part of the sub-committee reviewing a complaint in respect of the Player Pathway Academy Centre selection and subsequent appeal process. This will be covered in that section of the meeting.*

In respect of the EH draft constitution for counties concerns were raised over Section 2 Aims and objectives. The meeting felt this gave EH too much power to force counties to implement directives from EH whether they had the means or otherwise. It was felt the wording needed to include a reasonableness concession. It was also noted that in section 5.2 " ... membership of the General Committee", there seemed to be a typo as the wording made no sense. Lastly, in respect of the same section it was felt there needed to be role descriptions to go with the various positions identified.

It was agreed that all these points should be raised in the feedback on the EH forum – **Action: Shaun Cullimore.**

(Note: subsequently some alternative wording for Section 2 was proposed by Ian Harvey to Caroline Baynes of EH who is the author and EH then reworded this into their language, but the outcome was as desired. Also the wording in section 5.2 was corrected.)

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:**

### **5.3.1 Schools - Lisa Lundie.**

*The issue of funding for state schools has been raised again this year with a consensus that the high entry fees for post regional competitions are providing a barrier to entry. I would like to look again at how we can support state schools who do well in the system but find the increasing costs of fees and transport difficult to justify in their already squeezed budgets. This covers field and indoor hockey and I would welcome the opportunity to discuss it so we can be sure that schools are aware of avenues of financial support available to them.*

#### **GIRLS**

**U18 Tier 4** This tournament ran on 30/9/21 - 8 team tournament hosted at Cheltenham College. **Winners - Wycliffe Runners Up - KLB** It was an eventful day involving a couple of serious injuries which raised the question as to whether GHA should be providing pitch side injury services.

**U16 - Tier 3** Eight teams played in a tournament held at CLC on 23/9/21.

**Winners - Ribston Runners Up - Denmark Road** Both teams made it through to the quarter finals at the West Finals tournament where they met each other. Ribston moved through and narrowly lost to Hereford in the final.

**U14 - Tier 1** Only two teams entered this category so a simple fixture took place on 30/9/21. **Winners - Cheltenham College Runners Up - Dean Close U14.**

**U14 - Tier 2** This tournament ran on 7/10/21 at CLC in which 10 teams took part. **Winners - Pates Runners Up - CLC**

**U13 In2Hockey - Tier 1** 3 teams entered into this category which ran on 26/11/21 at Dean Close. **Winners - Dean Close Prep School Runners Up - Kings Gloucester**

**U13 In2Hockey - Tier 2** Eight teams entered into this category which was played on 26/11/21 at Dean Close. 3 teams entered into this category which ran on 26/11/21 at Dean Close. **Winners - KLB Runners Up - CLC**

**U12 In2 Hockey** There were 8 teams entered into this category which was played at Dean Close on 3/12/21. **Winners - CLC Runners Up - St Edwards**

**U11 In2Hockey** There were 5 teams entered into this category which ran on 3/12/21 at Dean Close. **Winners - Richard Pate Runners Up - Hatherop Castle**

#### **BOYS**

**U18 Tier 4** This tournament was due to run on 21/2/22 - 3 teams entered with two pulling out two days before. I am in the process of trying to rearrange but it seems unlikely that a tournament will run. We will have at least one team that progresses to the West Finals and at time of writing I am awaiting a response from the final school. **Position 1 - KLB Position 2 -Possibly Rendcomb College?**

**U16 - Tier 3** Only one team entered this category and they will therefore progress to the West Finals by default **Position 1 - KLB**

**U14 - Tier 1** Only two teams entered this category so a simple fixture is due to take place this month between Dean Close and Cheltenham College. **Winners - tbc Runners Up - tbc**

**U14 Tier 2** Only two teams entered this category so a simple fixture is due to take place this month between Kings and KLB. **Winners - tbc Runners Up - tbc**

**U13 In2Hockey - Tier 1** There are 3 teams entered into this competition due to be held at Dean Close on 11/2/22. **Winners - tbc Runners Up - tbc**

**U13 In2Hockey - Tier 2** There are 4 teams entered into this competition due to be held at Dean Close on 11/2/22. **Winners - tbc Runners Up - tbc**

**U12 In2 Hockey** There are 4 teams entered into this competition due to be held at Dean Close on 11/2/22. **Winners - tbc Runners Up - tbc**

**U11 In2Hockey** There are 5 teams entered into this competition due to be held at Dean Close on 11/2/22. **Winners - tbc Runners Up - tbc**

There was a discussion of the email request from KLB for financial support for their entry fee of £300 into the national indoor finals. They had reached these by qualifying from West. It was understood that an example had been set by Warwickshire in supporting state schools. The meeting agreed GHA should support KLB and pay the entry fee, preference to pay directly on behalf of KLB - **Action: Shaun Cullimore.**

In further discussions it was felt that we should tell schools we would be open to approaches for financial support for entry fees, but within a defined budget for the season.

It was also mentioned that EH have a player support fund with money that came from the sale of the Milton Keynes stadium. There is apparently a policy that defines the circumstances where support can be given.

### **5.3.2 Festivals and In2Hockey - Ian Harvey.**

*As a result of the new Junior Competitions initiative by England Hockey GHA decided to try to expand the Clubs Festivals offering for 2021 - 22. In addition to the U8 mixed, U10 and U12 girls and boys Festivals, pitch bookings were made for U12 A Team Festivals and also U14 7-side girls and boys Festivals. However, it quickly became clear that there was already so much U14 11-side hockey with the West Leagues, the Avon Junior Hockey League and the EH knock-out cup that there was insufficient interest to run U14s. So the only additional elements were the U12 A Teams girls and boys Festivals.*

*In the period from October to December there were 3 Festivals for each age and gender group. The total entries were as follows:*

<i>U8 Mixed</i>	<i>U10 Girls</i>	<i>U10 Boys</i>	<i>U12 Girls</i>	<i>U12 Boys</i>	<i>U12 A Girls</i>	<i>U12 A Boys</i>
<i>34</i>	<i>41</i>	<i>23</i>	<i>43</i>	<i>29</i>	<i>16</i>	<i>12</i>

*Overall a total of 198 teams entered. As can be seen from these numbers the U12 A Teams festivals were not as popular as the other events, but this is not*

*surprising as it has tended to be just the larger Clubs and at most 2 teams in one gender.*

*Invoices for a total of £4,950.00 have been sent out although payment has still to be received from some of the Clubs.*

*Support for the Festivals in January has been excellent and the entries for the In2Hockey U10 and U12 girls and boys have been received including from Westbury & United Banks who do not usually attend the GHA events.*

*I have attended a couple of the West Junior Competitions Committee meetings and the feedback from the new Junior Competitions Framework for U14 and older age groups that has been piloted this season has been mixed. There has clearly been a lot of competitive hockey, but equally many Clubs have struggled to fulfil fixtures with the combination of travelling and Covid. It will be interesting to see what is the overall feeling at the end of the season once the national supra league has finished. It is certainly the case that those teams who did not qualify from the T1 league for the national supra league found the prospects beyond Christmas less than attractive.*

*Lastly, my appeal for Clubs to start to consider volunteers to take over from me as Junior Festival and In2Hockey organiser for U8s, U10s and U12s when I step back at the end of the 2024 - 25 season has been met with a deafening silence! Not that I am surprised.*

No actions.

### **5.3.3 Player Pathway - James Doughty, Helen Jefferies**

#### **2021 - 2022 Season update**

- *AC up and running with 8 squads - training at Oxstalls on Monday nights*
- *Parallel DC running for U13 and U14 age groups - training at Kings School on Monday nights, delivered by GoCrea8*
  - *Being used to good effect to assess players throughout the season*
  - *We have had one difficult appeal which is currently being dealt with by the Junior Sub Committee - see AOB*
- *We plan to invite Year 7 players for assessment by the end of May, using the AC dates on the England Hockey Centralised calendar and some spare capacity on DC nights*
- *We will not run any DCs over the summer*
- *We will repeat the trials process that we used this year next season*
- *We expect to make a loss on Player Pathway activities this season. However, we are capturing all detailed costs and by the end of the season we will be in a position to make a more accurate forecast for next season. The biggest difficulty is factoring in match day expenses.*
  - *Trials day cost £918 in coaching costs and £950 in pitch costs*
  - *Away matches for all squads in Bristol cost £990 in coaching costs*
- *PC is up and running - we think this is the last cycle of PC. We have 28 players at PC*

### **Talent Strategy and England Hockey**

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

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

- *We have had no communication on the progress of the strategy implementation since last committee*
- *Other counties have reported that they are starting to see a movement of junior players to clubs that have applied for Talent Centre and Talent Academy status - our current understanding is that no Gloucestershire club has applied for such status.*
- *Our policy remains that players and coaches from any club that does achieve Talent Centre status will not be allowed to participate in county activities*

*In order to move from the existing governance structure to the new England Hockey governance structure, GHA will need to obtain a two thirds majority at a quorate AGM (or SGM if necessary). If the resolution is not passed then one of the current thoughts is that this will lead to GHA being disbanded. Other opinions are available.*

***Committee is requested to set up a sub group to plan for all scenarios in the event of the two thirds majority not being achieved.***

In view of the earlier discussions on future constitution this was felt not to be necessary.

Performance Centres this year will go to Futures Cup as before. There will be open trials at Talent Centres and Talent Academies for NAGS along with the Futures Cup in August.

Players will be sign posted to Talent Academies and these will be open to recruitment from any source in the future. The main issue is how accessible these will be given the geographic spread in the West. A suggestion has been remote participation, but would the appropriate environment be in place for this? There would have to be an outreach programme for Clubs, Schools or Counties.

This warrants further discussion – **Action: James Doughty, Carolyn Rolleston**

The principle to exclude any player or coach at a Talent Centre from county activities does depend on what is the future role of the county. EH are setting up a working group to define in detail the future role of the counties and are seeking nominations. This group will look at policies and how to achieve EDI (Equality, Diversity, Inclusivity) making hockey accessible to all income levels. Need to decide if GHA wants to nominate someone – **Action: Ian Harvey, James Doughty.**

### **Indoor Hockey**

The U13 and U14 boys AC squads have had the opportunity to play 2 sessions of indoor hockey together in Bristol - this has been enthusiastically received. We are investigating how we might be able to organise more junior indoor hockey in Gloucestershire - this might mean working with a state school to help them bring their facilities up to scratch to play some indoor hockey. This would expand the indoor hockey opportunity beyond the private school community. This might mean GHA invests in facilities or equipment in return for preferential hire rates and/or access.

**Committee is asked to approve ring fencing £5,000 for Indoor hockey investment. Funds would only be released once a properly costed plan has been presented to committee. This is supporting section 2.6 of the GHA Constitution (see later).**

It was agreed James Doughty should investigate the possibilities - **Action: James Doughty**

### **The England Hockey Player Pathway System**

GHA tasked James to implement the England Hockey Player Pathway System (PPS) in 2019. Having used it for 2 years, we would like to draw the committee's attention to the following:

- All investment in improving the functionality of the PPS has been frozen for at least 2 years
- Navigation and filtering functionality is awful
- Reports are generally useless - we can't even report on which players have attended which sessions. This is compounded by the fact that if a player moves squad, all of their attendance records for their previous squads events are no longer visible.
- The PPS is not built to rescale on different devices, especially on mobile phones. This makes navigation quite challenging for parents
- The following functionality either does not work properly or is not fit for purpose
  - Email
    - You can only send emails using the PPS - there is no inbox
    - You cannot easily create template emails for standard messages
    - If you replicate an email that was sent to a lot of recipients, you have to manually delete the old recipients from the original email before you can use the replicated email. If you do not save it as a draft without the recipients, all the old recipients reappear
    - The filter (search) facility only shows ten emails at a time. You cannot do a text search on emails. Only on the title.
    - There is no way of recalling an email from the Queued Message screen.
    - Emails can get stuck in the Queued Message section - they cannot be removed
    - The spell checker is cumbersome to use.

- You cannot paste images into the body of a PPS email - this is extremely useful as sending a screenshot is often the easiest way of helping a parent navigate through their issue
- You cannot remove people from the Address Book
- Schedule
  - You cannot allocate coaches to training or match events - as a result, we have to have a separate system to track coach commitments and payments
  - The match day functionality does not include the facility to take an online register
  - When you enter a session in the calendar a few months in the future, it does not automatically display in the players calendar because the calendar defaults to only show events 6 weeks in advance and, furthermore, it does not show the events in chronological order. This is why we have a 3rd calendar which shows all events - the GHA calendar
  - Online register - you can only tick off 10 players at a time because ALL screens default to only showing 10 records at a time. If you do not click the correct button, you can lose the previous screens ticks
  - If you want to invite a non-squad player to a session (say from DC) using the Wider Selections button you have to navigate through 1188 (yes, one thousand one hundred and eight- eight) pages, because all 12,000 PPS player names are listed - not just those from Gloucestershire. There is no filter facility for this part of the system

*I have repeatedly pointed out these limitations (and others) to West Hockey and England Hockey.*

*I have repeatedly asked to see the outstanding defects list for the PPS from England Hockey.*

*I have successfully challenged the views and assumptions of England Hockey, West Hockey and other County Administrators that we cannot share data between counties. We can.*

*Generally speaking, the answers I have received have largely been inaccurate and misleading, if I have received a response at all.*

*I have spent 2 years using what is one of the worst systems I have ever come across in 30 years of working in IT. I will be spending the coming months moving away from the PPS in the hope that I can get some of my life back and that Helen is not subjected to the difficulties that I have faced.*

*I will migrate all the required PPS functionality onto the GHA Google Domain using Google Workspace systems that are basically currently being used to run the Player Pathway in the background. Quite a bit of data will need to be re-organised and made more secure. We may need to register with the ICO and we may need some external administrative support.*



**Committee is asked to authorise £500 to cover the above. Committee is requested to approve the above strategy.**

There was a discussion of this and the potential negative impacts of abandoning the use of the Player Pathway system. The largest issue anticipated by Carolyn Rolleston would be that of player profiles and the difficulties of being able to transfer records from any proprietary system to the EH one. This needs further reflection – **Action: James Doughty.**

**AOB**

**Selection**

*The recent challenge to a selection decision has led me to conclude that the permissions that are used in the England Hockey PPS are not fit for purpose.*

**Assuming that Committee approves the above systems strategy, we propose that the new registration process includes the following permissions**

*I agree that the Gloucestershire Hockey Association will store the data collected in this form and that the data will be used to facilitate the smooth running of the Player Pathway and its associated Development and Academy Centres; this includes agreeing that the Gloucestershire Hockey Association can share performance related information with the Registered Player's school and club (where applicable). I agree to notify the Gloucestershire Hockey Association of any changes to any of the data provided in this form in a reasonable and relevant timescale.*

*I consider that the Registered Player on this form is physically fit and mentally prepared to fully participate in the Player Pathway programme.*

*In the event that the Registered Player on this form is injured whilst participating in Player Pathway activities, I give my permission for the Registered Player to be given emergency medical treatment by the coaches in attendance or other qualified medical staff at the venue.*

*I agree that I can only appeal selection decisions made by the Gloucestershire Hockey Association through the Registered Player's school and club (where applicable). I further agree that in the event of an appeal, only the Registered Player's school or club may directly contact Gloucestershire Hockey Association (GHA) and that GHA Coaches cannot be directly contacted by parents and/or guardians of Registered Players.*

*I understand that the selection process is based on visible observation of Registered Players by experienced hockey coaches and that detailed documentation on each player's performance is only created for Registered Players once they have been selected to the Academy Centre.*

The reasoning behind this is that by not having these permissions, there is the potential for parents and guardians of players to unreasonably challenge our decisions.

There was no disagreement from the Committee to adopting these clauses. Also they are largely in line with the Privacy statements on the GHA website.

GHA Constitution

The GHA constitution is out of date. It is unlikely that England Hockey will provide a template constitution that will be fit for purpose.

**The County Youth Coordinators hereby request that an agenda item is added to the next Committee meeting that seeks to amend the constitution and confirm that parts of the constitution are still valid**

<b>Section</b>	<b>Amend/Clarify - description</b>
1	Clarify - that the GHA is actually affiliated to the new governance structure in the west and nationally and that a two thirds majority vote is required to affiliate to the new governance structures
2.1	Amend to exclude 'mixed' - it is covered in the following words by the use of 'adults, young people and children'.
2.2	Clarify - that this includes the new Competitions Manager role of West Hockey
2.9	Amend - "build a network of associated schools, clubs, companies and individuals to expand the access to hockey for all age groups"
3.1 and 3.2	Clarify - are the boundaries still correct?
4	Discuss whether membership should be expanded to include businesses that specialise in hockey - rationale; we should be supporting such businesses in our area
5.1.6	Amend to include proxy voting and 'postal' voting?
5.1.10	Clarify - why 18?
6.1	Amend - change Director of Coaching to new role - Director of Player Pathway - rationale; the Director of Coaching does not seem to have any role in the current setup whereas the people running the Player Pathway do - these activities generate the vast majority of income for the GHA.
6.4	Add in a clause that mandates attendance at committee meetings and provide a facility to allow Officers to attend via video link.

	<i>Officers that fail to trend 50% of meetings can be replaced by the committee should they see fit to do so. Majority vote?</i>
7.2	<i>Clarify that these roles are still valid and add in what they are responsible for</i>
9	<i>Clarify - what the qualification standards are for the NGB</i>
AOB	<i>There may be more clauses that require attention...</i>

In view of the earlier discussions on future constitution and the requirement from England Hockey to adopt their template once released it was felt that the recommendations contained above would be superseded. Need though to review the final template from EH in the context of these recommendations - **Action: Ian Harvey**

#### **5.3.4 AC selection issue**

Ian Harvey gave a brief overview of an AC selection issue that had been addressed by a sub-committee made up from himself, Lisa Lundie and Shaun Cullimore. He explained the background and the outcome, but with no names being mentioned. The conclusion of this sub-committee being that the original selection decision and the appeal outcome would stand. The matter though is confidential so no further information will be provided in these Minutes.

#### **5.4 Umpiring - Mike Sheppard.**

GMS is gradually being implemented with facilities being added. Expenses can now be claimed and there is a means to send requests for help to all Gloucestershire umpires.

No actions.

#### **5.5 Indoor - no officer.**

Clubs junior indoor in the end was organised by Ian Harvey requesting entries and then delegating the task to organise the competitions to the Clubs themselves. Wotton and Cheltenham in the end were the clubs that sent teams to the West Area competitions.

#### **5.6 Masters Managers:**

##### **5.6.1 Women - Sally Privett.**

The situation with West Masters has been very confused and vague. Has tried to get involved with the West Masters Committee, but unfortunately missed the September meeting. There has been a December meeting, but things were still not clear.

Barbara Reynolds has been a source of information about EH aspirations. EH have been trying to get Masters under control, but a lack of clarity at the top and cascade downwards has meant a lot of confusion. In the West trials are being arranged and individuals can register their interest. There is a standard form from EH for men and ladies; but West has also created one for just themselves.

There was a West communication that went to Counties and Clubs, but the part about individuals registering interest was at the end and got lost because the main content of the email was about the Clubs survey! GHA subsequently circulated the West request and link to the form.

EH aiming to have every Area the same, but actually they are all different. It is a battle to get any information.

At the moment in the West Area the leads for the men it is Martin Jenkins who is Chair of the West Masters Committee and Deb Gemmell for the women who is Vice Chair.

In the meantime the England national teams trials will be completed this month.

No actions.

#### **5.6.2 Men - Lindsay Ferguson, Nigel Sherwood.**

The A team had a bye in the first round and then lost to a very strong Worcestershire and Warwickshire side in the next round, they will play in the plate now. The B team lost in the first round of the cup and then similarly in the plate.

No fees have been paid as yet. Access to GMS still not available, but in the league players have to be signed up by the end of January. Enquiries have been made of EH, but no response as yet.

No actions.

#### **5.7 GHA Website - Shaun Cullimore.**

Currently Shaun Cullimore is the only administrator, the facility exists to add other people to create content. Need to add the appropriate people so more can upload information - **Action: Shaun Cullimore.**

#### **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.

This is no longer seen as a county responsibility and will be overtaken by the new constitution. How Clubs get a voice on the County Committee in the future remains to be defined, but close action in Section 10 - Ian Harvey.

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.**

See Appendix 1 for detailed accounts. Income and expenditure to date have been roughly the same so largely break-even.

The future for school affiliation looks to be changing as schools will be able to become members of EH directly. As a result it seems they will not affiliate to Counties, but this is unclear. This in turn raises the issue of how school activities for GHA will be funded.

No actions.

## **7.0 West HA Matters - Ian Harvey.**

Status is reported in the Secretary section. No actions.

## **8.0 Any Other Business.**

There was no other business.

## **9.0 Date of Next Meeting.**

The next meeting will take place on Thursday 24<sup>th</sup> March 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.**

*Umpiring is now a West responsibility and all umpires now come under the EHO, close 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.**

*This is no longer seen as a county responsibility so close 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.**

*This is no longer seen as a county responsibility so close 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.**

*This is no longer seen as a county responsibility and will be overtaken by the new constitution. How Clubs get a voice on the County Committee in the future remains to be defined, but close 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.**

*The future roles for Counties have been defined by EH and are covered in the standard constitution and the county activity list, close action – Ian Harvey.*

## Appendix 1 – detailed accounts

### Balance Sheet 2021-12-31

<u>Assets</u>		£60,191.81
<u>Cash at Bank and In Hand</u>		£59,386.21
<u>Cash</u>	£325.00	
<u>Cash held by Nigel Sherwood/Lindsay Ferguson (Masters)</u>	£325.00	
<u>Current Account</u>	£57,909.38	
<u>National Savings Account</u>	£1,151.83	
<u>Debtors</u>		£547.20
<u>Bournside School</u>	£151.20	
<u>Dean Close</u>	£336.00	
<u>Sarah Cowan</u>	£60.00	
<u>Pre-Payments</u>		£258.40
<hr/>		
<u>Liabilities</u>		£1,621.64
<u>Creditors</u>		£1,621.64
<u>Ben Holdaway</u>	£30.00	
<u>Carol Freeman</u>	£20.00	
<u>Cotswold School</u>	£14.00	
<u>Dave Peacey</u>	£27.00	
<u>Dean Close Services</u>	£896.00	
<u>GoCrea8</u>	£137.50	
<u>Harry Bal</u>	£45.00	
<u>Ian Harvey</u>	£26.14	
<u>Jacob Elliott</u>	£27.00	
<u>Jamie Colquhoun</u>	£5.00	
<u>Jess Roe</u>	£27.00	
<u>Phil Sidey</u>	£18.00	
<u>St. Edward's School</u>	£15.00	
<u>The Stick Club</u>	£324.00	
<u>Willoughby Cooke</u>	£10.00	
<hr/>		
<u>Equity</u>		£62,986.82
<b>Retained Losses</b>		<b>£4,416.65</b>
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<b>Total Liabilities &amp; Equity</b>		<b>£60,191.81</b>

## Income Statement For Period Covering 2021-04-01 to 2021-12-31

<u>Income</u>		£19,086.00
<u>05 Player Pathway</u>		£16,556.00
<u>10 Gloucestershire DC Assessment (May 2021)</u>	£4,340.00	
<u>15 Gloucestershire DC</u>	£1,230.00	
<u>20 Gloucestershire AC</u>	£8,065.00	
<u>25 Kit for Resale (income)</u>	£2,876.00	
<u>30 Other Income</u>	£45.00	
<u>10 Junior Outdoor Competitions</u>		£925.00
<u>School Outdoor</u>	£925.00	
<u>15 Junior Festivals</u>		£875.00
<u>30 Affiliation</u>		£730.00
<u>10 Clubs</u>	£675.00	
<u>20 Schools</u>	£55.00	
<u>Expenditure</u>		£23,502.65
<u>05 Player Pathway</u>	£15,859.38	
<u>10 Gloucestershire DC</u>	£2,134.00	
<u>15 Gloucestershire AC</u>	£4,262.30	
<u>20 Pitch Hire</u>	£4,969.16	
<u>30 Coaching Kit and Clothing</u>	£550.00	
<u>35 Kit for Resale (expenditure)</u>	£3,671.00	
<u>60 GoCardless Fees</u>	£222.92	
<u>70 Other Expenses</u>	£50.00	
<u>10 Junior Outdoor Competitions</u>	£3,188.94	
<u>Junior Clubs Outdoor</u>	£240.00	
<u>School Outdoor</u>	£2,948.94	
<u>15 Junior Festivals</u>	£2,149.96	
<u>20 Indoor</u>	£550.00	
<u>Indoor (Junior Club West Entry)</u>	£200.00	
<u>Indoor (School West Entry)</u>	£350.00	
<u>70 Administration</u>	£213.86	
<u>10 Google G Suite</u>	£36.80	
<u>20 Mailchimp</u>	£79.34	
<u>30 Website</u>	£57.72	
<u>40 Registration with the ICO</u>	£40.00	
<u>85 Insurance</u>	£644.51	
<u>99 Suspense</u>	£896.00	
Net loss for Period		£4,416.65