

ATHLETICS WAIKATO-BAY of PLENTY Inc ~ MANAGEMENT COMMITTEE MEETING
Cambridge on Monday 12th February 2018

MINUTES

PRESENT: Murray Green, George Caddie, Alan McDonald, Kelly Diprose, Margaret Holcroft, Malcolm Taylor, Murray Clarkson, Heather O'Hagan, Kerry Hill, Bruce Fleming, Steve Rees-Jones

APOLOGIES: Sandra Murray, Mhyre Oman

MINUTES of PREVIOUS MEETING were approved

MATTERS ARISING:

- The code of conduct for team managers has still to be completed and Margaret will pursue this.
- Heather updated that field event safety briefings have been used at a couple of classic meetings this year. She noted the value of being able to talk to officials before events.
- HCC only have a safety plan for Porritt relating to maintenance activities, not other users. Some concern was expressed about the lack of restrictions on drones using public parks such as Porritt Stadium.
- Safety tapes are required for roping off the centre field at Porritt. Heather was authorised to make the required purchase.
- The practice hammer circle resurfacing is not required at this time, netting improvements are required. Some concerns were expressed over the use of the practice circle, it was suggested that a sign on the cage is required along with some appropriate health and safety documents about its use being made available online.
- The new starters stand will be finished by the NZ Champs.
- AWBOP has agreed to contribute \$25,000 plus GST to the Tauranga Track resurfacing.
- The meeting noted that Graeme McCabe received recognition for his huge contribution to sport at the recent Halberg Awards.

CORRESPONDENCE

Inwards:

- End of season winter event referee's reports
- Invitation to Tahiti Pacific Youth Athletics Games in June
- Event permit from HCC for NZ TF Champs
- Request from Sport BOP to nominate new AWBOP representative for Coach Force
- Invitation for John Walker Junior Mile from Athletics Auckland

Outwards:

- Porritt Gear hire fees to schools
- Age flashes/registration database information to clubs

The Pacific Youth Games invitation was discussed. It was decided that the invitation can be circulated to clubs and that Steve can write to the organisers confirming this, but also noting that the invitation may have been sent too late and requesting any further details that can be circulated to clubs.

FINANCE

- A resolution was passed to apply to Trust Waikato for funding towards Administrator Salary of \$20,000

November 2017 Accounts paid

Sport Waikato \$306.67 (rent)	Eftpos NZ \$70.67 (terminal hire)
Orix \$408.33 (Car lease)	IRD \$312 (PAYE)
Crombie Lockwood \$2571.25 (Insurance)	ANZ \$20 (Eftpos Fee)
Kerry Hill \$1253.03 (Expenses)	Office Max \$164.54 (Stationary/printing)
Kerry Hill \$1727.27 (Salary)	Smiths Sports Shoes \$920 (Incentive scheme)
Athletics NZ \$500 (RJT Materials)	Heather O'Hagan \$192.50 (Expenses)
Bunnings \$75.68 (Paint etc.)	NZCAA \$75 (Age flashes)
Steve Rees-Jones \$32.48 (Trailer licence)	Eftpos \$70.66 (terminal hire)
Expense Allowances total \$900	Steve Rees-Jones \$1768 (Salary)
Diprose Miller \$63.25 (Xero)	

December 2017 Accounts paid

Sport Waikato \$306.67 (rent)	Eftpos NZ \$70.67 (terminal hire)
Orix \$408.33 (Car lease)	IRD \$312 (PAYE)
PAICE Engineering \$207 (track retainers)	Paja Products \$9232.63 (PV mats deposit)
Expense Allowances total \$120	Hart Sport \$471 (HJ bars)
IRD \$3935.37 (GST)	ANZ \$20 (Eftpos fee)
Kerry Hill \$1727.27 (Salary)	Te Aroha \$175 (Relay Champs refund)
Bellevue \$5 (Reg fee refund)	Sally Kerr \$36 (Trailer WOF)
Hart Sport \$426.90 (Shot/HJ)	NZCAA \$37.50 (Age flashes)
Eftpos \$70.66 (terminal hire)	Hamilton City Council \$3150 (season hire)
Steve Rees-Jones \$1768 (Salary)	K Pasgaard \$388.31 (hammer)
Diprose Miller \$63.25 (Xero)	Office Max \$33.64 (Stationary)
Jeannette Vedder-Price \$749.50 (Field Markers)	

January 2017 Accounts paid

Sport Waikato \$306.67 (rent)	Eftpos NZ \$70.67 (terminal hire)
Orix \$408.33 (Car lease)	IRD \$312 (PAYE)
ANZ \$20 (Eftpos Fee)	Steve Rees-Jones \$1768 (Salary)
Diprose Miller \$63.25 (Xero)	

Accounts approved for payment:

Kerry Hill - \$464.12 (Coach force expenses)

Margaret Holcroft \$400 (Incentive scheme vouchers)

Margaret Holcroft \$17 (Stationary)

Wilson Contracting Services \$5675.14 (Hammer Cage repair deposit)

REPORTS (see separately): Sandra Murray (Children), Murray Green (Track and Field), Heather O'Hagan (Officials)

GENERAL BUSINESS

- Organisational strategic planning update. Murray updated the meeting that more detailed information should be presented at the April Management Meeting and that the current plan is to arrange a special meeting at the AGM to potentially approve any changes. The current employment structure suggestion is to have an executive office role and a development officer (Waikato), along with the current BOP Coach Force role. It is also suggested that an interim board should be appointed. Murray read an update email from Roseanne Murray (Sport Waikato), summarising progress from the last planning meeting.
- Health and Safety. Murray expressed thanks to Heather for the amount of work she has put into producing Health and Safety related documents. The need for an improved method of discussing health and safety adverse incidents was discussed and it was noted that these need to go through Management Committee. Alan will work with Heather and Margaret to set up an incident reporting system.
- Duty club at Porritt. Bruce Fleming expressed concern that the role of duty club is not defined with no written rules about the role. He requested that the role be reviewed and confirmed in writing. The need for a written description of the role Jeannette is currently filling was discussed. It was decided that Alan is to talk to Jeannette and discuss with her what part of the role she can safely continue to do. Bruce is to compile a list of the expected duty club tasks for Centre meetings and also the school meeting related tasks.
- Julia Ratcliffe has expressed some concern over the WBOP Championships Hammer Throw competition length. It was discussed that the event could be split into two competitions to decrease numbers in each and an earlier start could be used. Murray and Steve will discuss the options once entries have closed.
- It was approved that Mhyre Oman may purchase a new PC as required to replace the recently broken one so that she can continue to provide an event results service.
- George Caddie provided updated contact details to the meeting.
- The Bay Trust Officials/Coach scholarship was discussed. Heather noted the difficulty in finding a suitable officials candidate with only Brenda Davis noted, though it was also noted that her main focus may be competition rather than officiating at the current time.

- Murray Clarkson raised the issue of new speakers and a microphone being required for the starter (request from Wendy Fox-Turnbull). It was authorised that a quote be obtained and then submitted for approval. Heather will contact Wendy to arrange.
- A letter is to be sent to all WBOP athletes selected for the Commonwealth Games, Steve and Murray are to arrange.

NEXT MEETING:

- Monday 30th April 2018, Cambridge clubrooms

REPORTS

CHILDREN

Children's Report to Management Meeting

Our season has now moved into the second part of the season where we will be holding Ribbon Days at Te Aroha, Tokoroa, and Paeroa. Unfortunately, the Bellevue/Greerton Ribbon Day has been cancelled due to the track not being available for them. This will mean our Triple Jump Competition will be held at the Paeroa Ribbon Day. The Ribbon Days held prior to Christmas were at Fairfield with 250 children attending from 22 clubs and Te Awamutu, with good numbers attending here as well.

Our Relay Championships were held at Porritt Stadium on 9th December where we had 10 clubs competing. The availability of Officials was again an issue and we were required to call upon Brian Evison to be our starter.

The 40th Colgate Games were held in Auckland on the 5-7 January with the first day being abandoned due to atrocious weather conditions. Through the incredible work of the officials the programme was reworked to ensure every child didn't miss an event. Margaret Holcroft visited this event to establish information for the Colgate Games that will be held in Hamilton next January. The Local Organising Committee for the 2019 Colgate Games will be holding their first meeting on the 20th February where discussion will begin on organising this event.

At our November meeting it was decided, after the responses from the survey, that we would provide Rebel Sports vouchers for the Incentive Scheme for those 10-14 year olds attending 3 or more ribbon days this side of Christmas and then again in February/March.

As reported at the last meeting Alan MacDonald was putting together a draft for volunteers/coaching development. At this stage we haven't heard how this concept is going.

The NI Gr 14-U18 IPs were held 27th January at Massey Park, Papakura, where 29 athletes were booked to attend. At the time of writing this report I'm unsure of the results that are associated with this competition.

Team Managers accompanying Gr 12/13 IP team were selected at the November meeting with the appointment of remaining Managers being at the discretion of the Chief Manager.

It was moved at the November meeting to provide financial assistance towards the laying of the track in Tauranga.

Pacific School Games team and All Schools Games team and Managers went to Australia in December where 1 athlete was selected from the WBOP centre.

The Children's Committee will again be operating the gates at NZ Track and Field in March, for which we again thank you for this opportunity to fundraise for our 12/13 IP team.

The WBOP Children's Championships will be held in Tauranga on the 17th March and we are looking forward to being able to run on this new track. Margaret is establishing that the track has been booked for this competition as well as holding Porritt Stadium, just in case the track isn't completed.

We are looking forward to the final part of the season that will keep us busy as we ensure all children in the Waikato/Bay of Plenty region have the opportunity to be involved with this sport, as we see PB's set and their personal growth continues. It will also see us farewell our G14 children as they move onto the senior ranks of athletics.

Sandra Murray
Chairperson WBOP Children's Committee

TRACK AND FIELD

Track & Field Report – Feb 2018

2018 has got off to a good start with reasonable numbers attending the first few Open Meets including Auckland athletes coming down for extra competition.

Sadly the Tauranga Track is running behind schedule so several meetings scheduled for there have been relocated to Porritt. The March 3rd Open Meet could not be transferred as Soccer has the Stadium booked so we are suggesting athletes go to Auckland if they want to compete that weekend.

There was a sprinkling of our athletes at the Classic meets. The stand out performer was Isaiah Priddey setting a NZ U18 record when winning the 1500m at the Cook Classic beating home fellow WaiBOP athletes Simon Rodger 2nd and Sam Tanner 5th. Isaiah's time of 3.44.34 qualified him for the World Junior Champs in Finland in July. The Wanganui venue of Cooks Gardens holds special significance for NZ athletics and Isaiah has added to that rich history. He backed that effort up a few days later when he took the NZ 3000m Championship title with a gritty effort and his now characteristic strong last 100m.

It was also exciting to see Cameron French qualify for the Commonwealth Games 400m hurdles in Aussie last week. Congratulations to the WaiBOP athletes selected for the Games including Cam, Camille Buscomb, Julia Ratcliffe and we can kind of claim Ben Langton-Burnell. Let's hope that Joseph Miller, Katherine Camp and the Robertson boys are still under consideration.

Back in December our Centre was strongly represented at the NZ Secondary School Champs in Hastings, both with Athletes and Officials. Many of our athletes won medals and Isaiah's 1500/3000m double in the senior boys was special with a number of his key opponents choosing to just run the 1500 which came after the 3000.

The track at Porritt Stadium was washed and repainted two weeks ago with the relay change lines fixed up so it will be looking great for the Porritt Classic and National Champs. The Pole Vault pads have been upgraded and repaired and the Hammer & Discus cages are in the process of also being upgraded. These represent significant costs now at \$18,000 and \$11,000 approx., but should not require further maintenance for a number of years now.

A busy few weeks lay ahead with the Porritt Classic, NZ Champs, Children's Champs and Secondary School Champs all coming up.

Murray Green

OFFICIALS

I have not held any more training sessions. There has been some interest but I have no time available until late April, and have suggested that track and field courses are left to the spring. I have been talking to some of the Children's Committee as to what they aim to do for the Colgate Games- do we have a push to train more children's officials in the hope that they make themselves available? The late cancellations of courses due to lack of numbers is very frustrating.

A big thank you to those who have assisted at the open meets so far this season, especially the extra hammer competition on Sunday 14th Jan. It has been difficult at times putting things together. Despite a reminder email going out each week I rarely hear from more than 6 officials re their availability. It is sometimes a bonus when extras turn up.

A recurring problem is the lack of assistance readying the stadium for competition each Saturday afternoon. Some extra help is urgently needed.

I have been working on the H&S and Risk Management material. I have put hazard sheets on the clip boards for each field event but suspect no-one has looked at them. I have been preparing field event Chief's safety briefings for each event, plus a general track one. These will be circulated for use at the Porritt Classic. I will ask Steve to circulate these various documents for comment. As with all this material, it will be constantly reviewed and evolving as incidents occur. There were several incidents at competitions over the holiday period plus a death at a shot put comp in Europe which has resulted in more communication from Trevor Spittle to the Regional Officials Educators about the importance of getting the H&S/Risk Management message through.

As far as the National Champs are concerned, at this stage I have 51 local officials or specialist volunteers on the list, which is great to see. For the Porritt Classic we could not do this without the assistance from Auckland officials.

Heather O'Hagan.