

# Buckley Runners

Meeting:	Buckley Runners AGM
Item	Chairman's report
Date of Meeting:	19.30 hrs. Wednesday 22 <sup>nd</sup> February
Venue	EBMH Northop
Author:	Rob Mackey
Summary:	Club Structure

## Report 2016-17

2016 has been a fantastic year for the club. We have recruited many new members across a wide range of abilities, ages and gender. And we have had amazing results from individuals and teams, featured strongly in Welsh events, and turned up in huge numbers at races. Club membership has now exceeded 100 for the first time ever. I struggle to identify the real high-spots, but these are amongst them: -

- Training nights, I never thought we would get complained at for having too many people in the corridor.
- The welcome for new members from everyone
- The number of races we get to and the success we enjoy at them
- Blue Bombing
- The social events
- The support that has helped Wepre parkrun be a success

A massive amount of thanks goes to everyone in the club who have contributed so much to make this a fantastic year. I would like to make special mention for Jane who is stepping down as secretary after many years.

## Impact of success

During recent years the club has grown significantly in numbers. A short while ago the club had around 40 members, not all of whom were active. We struggled to find enough people to fulfil vital roles in the club and we were unable to put out a full team for league races. Training nights frequently saw less than ten runners out. The growth has been particularly strong in the last 12 months; currently membership is in excess of 100 and still growing; training nights can involve over 50 runners.

In parallel with the rapid increase in numbers there is a growing awareness within athletics of the need to ensure that proper safeguards are in place. These are to protect individuals and also to protect the clubs and their officials.

This is happening in all athletics and running clubs in Wales and as a consequence Welsh Athletics are putting pressure on clubs to comply but at the same time are putting support processes in place.

## Looking ahead

It is credit to the members of this club that they have already reacted to the situation and are pro-active in finding solutions. Whilst it can be seen as a problem, it is also a fantastic opportunity to involve more members in the running of the club, spread the load for those already involved and to improve the member experience.

There are many initiatives already taking place. The purpose of this report is to formalise and strengthen those initiatives.

## Core teams

It is clear to me that many of the roles that have previously been the responsibility of one person would be better being carried out by a team. All teams need a leader so I will propose that at the AGM we elect a number of team leaders. The team leaders would then become the committee which would meet regularly on an agreed schedule.

The committee would agree what the team needs to do (the “Terms of Reference”) and the limits of responsibility.

Team leaders would then be free to recruit appropriate team members and organise themselves to achieve the aims of the team.

I see the main teams being

- Club administration
- Safeguarding
- Development
- Races and competitions
- Media and publicity
- Social events

### **Meeting schedule**

Teams can choose to communicate within themselves by whatever means is most suitable. Regular face to face meeting are only one method; email and messenger groups have been shown to be very effective. In many respects all of this is happening already.

I feel that the committee (Comprising the admin team and team leaders) should meet regularly. I would suggest every two months. The meetings need not be long if the communication flow between committee members via media between meetings is effective. However they do need to be formal with a standard agenda, and “action point” minutes kept.

The first meeting should be shortly after the AGM and will agree the meeting schedule for the year.

### **Club Administration**

This team would comprise the treasurer, secretary, membership secretary and be led by the chairman. These roles are required by the constitution and our affiliation to Welsh Athletics. They would be responsible for managing the club and ensuring all aspects of compliance.

### **Safeguarding team**

Following recent revelations about historic (and potentially ongoing) abuse of young and vulnerable persons within sports clubs, Welsh Athletics have upgraded their policies and are requiring all clubs to put in place a number of measures.

The two most obvious are that we are required to have two safeguarding officers, one male and one female, and increased rigour in ensuring DBS checks are in place.

The team would be responsible for safeguarding for young persons and vulnerable adults. It would be headed by a lead safeguarding officer, the team comprising the two officers and a DBS checker. Within reason this team needs to be freestanding in order to be able to provide proper and independent safeguarding measures. A new policy has been put in place, there will be clear guidelines regarding the role and scope of the team and we will make sure that there are clear, accessible and confidential ways of contacting the safeguarding team.

### **Development team**

This is clearly a major part of the club. It is vital that we facilitate the development of all members of the club but at the same time ensure that we have a safe and friendly environment for it.

The issue of how we organise training runs and safety has been under examination for some time and a core team is largely in place and they have made a huge difference already.

It is vital that this team has sufficient members to ensure that there is always a suitable person to take on the role of Run Leader and take responsibility for the development and safety of the members of the group. We are currently working on an outline specification for the role. These will be developed and refined by the team.

Some members of the team are already booked to attend a training course on “Run leadership”. That will go some way to meeting the club’s duty of care to its members. The role and the team will continue to develop by:

- Cascading of the knowledge gained from those attending the Run Leaders course
- Using the knowledge to refine the specifications of the role
- More people attending the run leadership courses in the future
- Team members undertaking further training at a higher level

This team would also be responsible to planning the weekly schedules and publicising it.

The team would comprise a Running Development Leader and a range of Run Leaders to cover all types of run and ability groups.

You will note that I have avoided the use of the word “coach”. It is likely that some members of the team will become qualified to become coaches within the team.

### **Races and competitions**

This team is largely in place. It would consist of:

- The two team captains
- The two league representatives
- There representative from road, fell and cross country.
- Race director

Sensibly, they select one of their members to be “team leader” and attend committee meetings.

### **Social events**

We have had a Social Secretary in the past. It has worked well but this year has demonstrated clearly that putting on a range of activities including some large (and very successful) events has become a team effort. That would continue with the Social Secretary being the team leader.

### **Media and publicity**

The use of the media has become a massive part of the club. In many ways it is the social media that has allowed the club to develop so dramatically. There are areas that can still be developed. It also requires an element of control that ensures that the media are used for the best advantage of the club. This would be a fairly small team, but is a very important aspect of the club.

Would need to include setting up protocols on responding to enquiries on the social media and managing the club calendar