



wsa: news

New Additions to WSA Website

The Welsh Sports Association has recently added several new features to its website for governing bodies to access. These include brand new and up to date legal documents, a new training programme for 2008/09 (page 5) and risk management documents and guidelines.

Legal Documents

The WSA has employed the services of Edward Geldards Solicitors for issues relating to employment law, HR and legal documentation. Members can log onto the website and access the following:

- Model Employment Policies
- Handouts/Factsheets
- Guidance and Briefing Notes
- Templates
- Appraisal Packs
- HR Documents

Access to these documents can be

gained by logging into the members area of the website. If you have forgotten your username and password please contact Greta on 0845 846 0020 or email greta.gueresi-leach@welshsports.org.uk.

Risk Management Documents

Following a risk management workshop held by the WSA on 21st May 2008, the documents covered in the session have been uploaded to the website for gov-erning bodies to access. These include example risk management policies, continuity plans and risk management registers. To access these documents please visit www.welshsports.org.uk/riskinsurance.asp.



WSA Awards £10,000 in Overseas Grants

Each year a number of the top athletes within outdoor pursuits in Wales are fortunate enough to be able to undertake ground breaking expeditions to some of the most unspoilt and isolated parts of the world.

Many of these expeditions would not take place, were it not for funding available via the Sports Council for Wales through the Welsh Sports Association. The Overseas Expedition panel making the decision for offers consists of representatives from the Governing Bodies of the sports related to the applications received.

In April 2008 six presentations were seen and a total of £10,000 was awarded towards the cost of the expeditions, Beneficiaries this year included a paragliding expedition across the himalayan foothills, a climbing expedition in West of Hombori in the sub sahara belt and sea kayaking in Greenland.

In order to be eligible for an award an expedition has to be considered to be ground breaking, the majority of the team have to be Welsh by birth, parentage or residence and finally they must have the endorsement of their governing body.

More information can be found at www.welshsports.org.uk/overseasexpeditions.asp.



ISA Vetting and Barring Scheme
Your questions answered...see page 2



Migration System
The latest developments...see page 3



Sports Administrator of the Year
Find out the winner for 2008...see page 3



Training Programme 2008/09
New courses available...see page 5

wsa:

serving welsh sport
gwasanaethu chwaraeon cymru

Vetting and Barring – Your Questions Answered

The Welsh Sports Association has had many questions from governing bodies about the new Independent Safeguarding Authority scheme for vetting and barring coming into force in October 2009. This article aims to clear up many of these queries.

What is Vetting and Barring?

The Safeguarding Vulnerable Groups Act 2006 laid the foundation for a new vetting and barring scheme, which will be phased in from 12 October 2009. It aims to stop unsuitable people from working with children and/or vulnerable adults by improving screening procedures for potential employees or volunteers.

What are Barred Lists?

There will be a single list of those barred from working with children and a separate, but aligned, list of those barred from working with vulnerable adults. These will integrate and replace all other current lists of barred individuals. The Independent Safeguarding Authority (ISA) will be responsible for deciding who should be placed on barred lists and for keeping a record of those individuals. The Criminal Records Bureau (CRB) will run the application process. No distinction is made between paid and unpaid work, and all rules will apply to both volunteers and employees.

What will be Different?

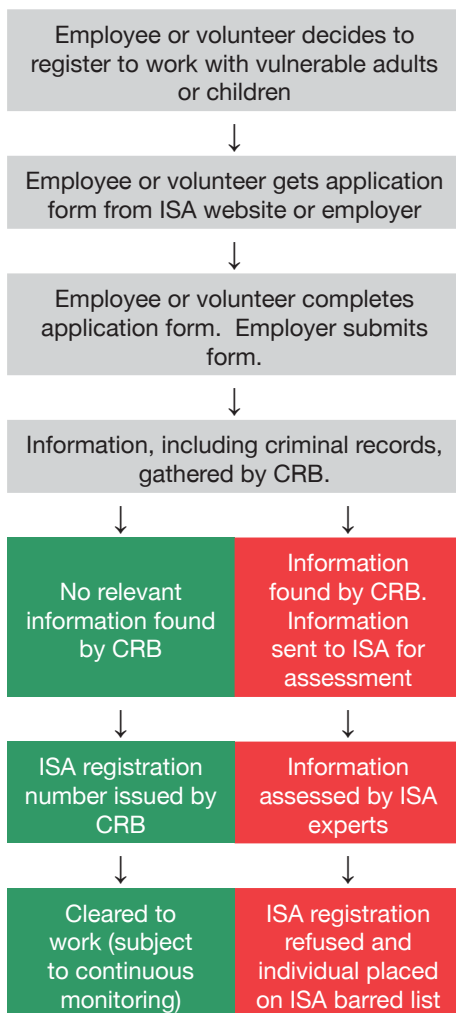
Any organisation wishing to employ paid or voluntary staff will be under a legal obligation to carry out the checks. They will also have a legal obligation to provide any relevant information discovered about a current or past employee or volunteer, and offences will be punishable by a fine.

Will Organisations Need to Make Changes?

Organisations may need to update their safeguarding policies. They may also want to think about who in the organisation will be responsible for ensuring that they comply with the new scheme, particularly considering that organisations engaging in regulated or controlled activities are under legal obligations and could face criminal charges if these are breached. Organisations should continue to have risk assessments and other safety checks in place, e.g. obtaining

references, and looking at ways that risk can be reduced.

What is the Process?



How Much will it Cost?

The total cost is £64. The first part of the fee, which has been set as £28 will cover the following:

- The cost of administering the registration process with the ISA;
- The cost of the instant online registration checking system;
- The cost of volunteers registering with the scheme (as they register for free); and
- The cost of continuous monitoring and updating whilst registered with the scheme (for life).

The remaining £36 will cover the CRB's costs as administrators of the

applications. It is up to the organisation employing to make the decision whether they or the employee bears the cost.

Which Activities will be Affected?

Any activity that is defined as a "regulated activity" or a "controlled activity".

A "regulated activity" include ones that involve:

- Contact with children and/or vulnerable adults; is of a "specified nature" (this includes teaching, training, care, supervision, advice, treatment or transport); and takes place "frequently"*, "intensively"* or "overnight" *.
- Contact with children and/or vulnerable adults and is in a "specified place" e.g. a school or club; and takes place "frequently"* or "intensively"*.

Before a volunteer can start a regulated activity they must have had a check. It will be an offence for a "barred" person to undertake regulated activity. It will also be an offence for a volunteer involving organisation not to check a volunteer before they begin volunteering in a regulated activity.

A "controlled activity" includes:

- "Frequent"* or "intensive"* support work in general health, NHS, FE settings (e.g. receptionist, cleaner, car park attendant, catering staff).
- Those working for specific organisations with frequent access to sensitive records about children and or vulnerable adults.

It will be an offence for an organisation to take on a volunteer for controlled activity without checking their VBS status. However, if a volunteer is "barred" and there are sufficient safeguards in place, a volunteer may still volunteer in a controlled activity.

More information, guidelines and documents can be obtained by visiting the Welsh Sports Association website www.welshsports.org.uk/childprotection.asp.

Tips for Fundraising Success

The Institute of Fundraising has teamed up with the Vodafone UK Foundation and the Office of the Third Sector to launch a new website offering tools and tips for more successful fundraising.

The website www.how2fundraise.org offers expert advice and the chance to share knowledge with others via its forum. Alongside a range of ideas for voluntary and community organisations it also carries specific information on sport and sports sponsorship.

If you've ever baulked at the thought of writing the ideal "ask" letter to that important sponsor then check out the downloadable templates which provide instant access to the right way of making that all important first approach.

The Winston Churchill Memorial Trust

The Winston Churchill Memorial Trust offers you the opportunity to increase your knowledge and experience through overseas travel in order to benefit others within your community.

If awarded a Fellowship, you will receive a grant that will cover all your relevant expenses. In 2008 the average grant was £5,300, covering a stay of between 4-8 weeks (minimum of 4 weeks) but can be longer. The grant includes return travel, daily living, internal travel and appropriate insurance within the countries visited.

Sport has now been added as a category for 2009 and further details can be found on the WCMT website at <http://www.wcmt.org.uk>.

Points Based Migration System

CCPR (Central Council for Physical Recreation) has been working with the Home Office and Border Agency to ensure the new Points Based Migration system works for sport.

After 18 months of hard campaigning, CCPR has dissuaded the Borders Agency from imposing a costly and bureaucratic visa system on sports people visiting the UK from outside the EU.

The new immigration system was launched on 29th February 2008 and is based on the Australian points system. Initial government proposals on the introduction of this system could have cost sporting organisations hundreds of thousands of pounds a year and made it difficult for governing bodies both to attract overseas competitors and to organise international championships.

However, CCPR, working with other bodies, has successfully campaigned for an extension of the status quo on visas which means that sports people can continue to enter the country classed as visitors, rather than migrants.

The new system will ensure that governing bodies do not incur disproportionate cost and effort when welcoming visitors to events in the UK. The status of many sports people will remain unchanged under the new system, with a small minority falling under Tiers 2 and 5 of the Points Based System.

Tier 2 Migration

Tier 2 of the points based system (PBS) affects professional sports players and coaches wishing to base themselves within a UK team. The latest statement of intent represents little change from previous versions. Players and coaches will be required to have:

- A sponsor (i.e. the club for which they will play)
- £800 available funds
- A basic level of English orally tested

Sponsors will need to be endorsed by the relevant National Governing Body.

Tier 5 Migration

Tier 5 of the PBS affects individuals wanting to come to the UK on a temporary basis. The latest draft statement of intent (6 May 2008) provides concessions for sports people. The important paragraph from the statement is:

"[Tier 5] does not cover individuals who currently enter the UK under the permit-free concessions for entertainers, including permit-free festivals, and sportspeople".

This essentially means that sportspeople who currently enter the country as visitors will continue to be classified as visitors rather than migrants. As such national governing bodies will not need to act as a sponsor for such individuals. Visitors from countries for which the UK currently requires a visa will still be required to obtain a visa. The nature of this visa has yet to be confirmed. It may be a business visa, a visitor visa or a new sports visa.

For more information on the points based migration system please visit www.ccpr.org.uk or www.homeoffice.gov.uk.



Winner of WSA Unsung Hero Award 2008

Each year the Welsh Sports Association makes a presentation to the recipient of its 'Unsung Hero Award' – given to an individual who has made an outstanding contribution to Welsh sport.

The winner this year is a dedicated volunteer, who has spent the last 34 years setting up and developing South Gower Rugby Club. 78 year old John Taylor (right in photo) has put many hours into the clubs development and his commitment has ensured that the club has a very secure foundation. Through his enthusiasm the club has grown from strength to strength and today there are 140 children playing rugby and, for the first time, a senior team in the 6th division of the Welsh Rugby Union.

According to his nominator, John O'Malley, "the contribution [John Taylor] has made to the local community and to the children and adults who have played at this club is immense. The hours and commitment he has put in could not be measured".



WSA AGM and Administrator of the Year Award



The Welsh Sports Association Administrator of the Year award was this year presented at the AGM on 16th June.

Robin Davies (right in photo) was selected as the winner for his contribution to football in the Cardiff and district area. He received a glass trophy and sportswear sponsored by Errea (manufacturers of Italian sports clothing).

He has been secretary of the Cardiff and District Football League since 2005 and is also Vice chairman. He also fulfils the position of Match Fixtures Secretary and is a Council member for the Cardiff and District League on the South Wales Football Association (SWFA) committee.

His commitments also extend to membership of the SWFA disciplinary committee, the SWFA Youth Development Committee, Chairmanship of the SWFA under 16's sanction committee and a membership of the SWFA Working Party. His nominator, Neil Ward, has described

Robin and someone who "devotes practically all his spare time to football and its development....and thrives on witnessing the enjoyment of others".

Following the presentation of the award the WSA AGM took place, highlighting the Association's achievements over the past 9 months and officially launching the Strategic Plan for 2008/2010. Key areas of work this year have been:

- Production of the WSA Strategic Plan for 2008/2010, giving a clear vision and way forward for the Association.
- A successful programme of training attended by members of staff and volunteers from NGBs
- Regular newsletters and information to governing bodies and key people in the sporting industry, AM's and MP's.
- Chairmanship of the Confederation of British Sports meetings (a group that provides a single voice for the volunteers in the NGBs in the UK)
- Response to the ISA vetting and barring consultation in conjunction with Sports Council for Wales.
- Regular attendance at meetings with the WCVA and CCPR and continued lobbying of key issues affecting NGB's.

Go Wales Subsidies for Sports Projects

If your sports association would like to get a project off the ground then Go Wales can help. Go Wales is funded by the Wales Assembly and is aimed at encouraging small to medium employers to recruit students/ graduates.

There is a subsidy available to anyone who offers a paid placement to a student or graduate on a part time or full time placement. Basically, if a club offers a placement paying a minimum of £230 per week (for between 6 to 10 weeks full time or longer for part time placements) then you can get £90 per week back from Go Wales.

Go Wales have helped set up sports placements for Performance Analysis, strength and conditioning coaching as well as sports marketing. But placements can be in any aspect of your business, for instance community development, fundraising, catering etc. If you think that your club could benefit and get a project off the ground then Go Wales could help.

Other aspects of the Go Wales programme include tasters of unpaid work experience organised by University careers services to help students and graduates gain experience of a particular career or industry. On offer is also continuing professional development advice and support on training and

development for organisations with graduate staff.

If you would like to discuss any ideas or would like to find out about working with UWIC, please contact Janet Rowlands, Colin Hinds Payne or Nigel Davies on 029 20416333 or email: gowales@uwic.ac.uk. More information can also be found on the Go Wales website www.gowales.co.uk.





NGB Training Programme 2008/09

The Welsh Sports Association is continuing to bring its members topical workshops and training, designed to help you and your staff improve skills and tackle key issues and problems.

Our latest series of training will run from September 2008 through to summer 2009. Courses being run in Newport and Cardiff are available from www.welshsports.org.uk/training.asp. We have retained some of our most popular and useful courses from previous years, revamped others, and introduced new ones. Courses being offered include topics such as employment law, personal and professional development, HR and recruitment and marketing. Training in South Wales is through the Newport and Gwent Chamber of Commerce and Hugh James Solicitors in Cardiff.

If you would like to make a booking please note that training is available on a first come first served basis and that spaces are often limited so early booking is advised. Please also keep an eye out for other courses that will be added later in the year. Details of all these will be available on the website and sent to all governing bodies.

To make a booking or for more information please contact Greta on 0845 846 0020 or e-mail greta.gueresi-leach@welshsports.org.uk. Courses available in Newport and Cardiff between September and December 2008 are as follows:



September 2008

Coaching your Staff for Success	4th
Employment Law Essentials	9th
Recruitment and Selection Techniques	10th
Gaining Business Appointments via the Telephone	11th
Employee Appraisals and Objective Setting	12th
Time Management	15th
Coaching and Mentoring Skills	16th
Delegation Skills	19th
Finance for Non Financial Managers	24th
Networking for Business Success	26th

October 2008

Employment Law Updates	2nd
Leadership Skills	3rd
Personal Branding	6th
Discipline and Grievance Handling	8th
Diversity in Practice	9th
Negotiating for Business Success	10th
Managing Change: People and Process	13th
Presentation Skills	17th
Managing and Developing Key Accounts	22nd
Assertiveness for Managers	24th
Professional Sales Techniques	29th
Developing High Performance Teams	30th

November 2008

Finance for Non Financial Managers	3rd
Networking for Business Success	6th
Managing Organisational Change	6th
Project Management	10th
Time Management	17th
Moving Past Conflict	19th
Understanding Cashflow Management	21st
HR for Line Managers	22nd
Effective Communication Skills	24th
Essential Marketing Skills	26th
Diversity and the Law	27th
Professional Sales Techniques	27th
Achieving Excellence in Customer Care	28th

December 2008

Assertiveness for Managers	3rd
Maternity and Family Friendly Issues	11th
Leadership Skills	12th
Recruitment: How to Get the Right People	16th
Presentation Skills	17th
Negotiating for Business Success	19th



Staff Profile



Name: Niki Adams

NGB: Welsh Judo Association

Position: General Manager

Hobbies/Interests:

I have recently taken up Nordic Walking and I am hooked! I also like to read and enjoy the Arts. I am an outdoors person and looking to take up rowing and kayaking in near future. I also have an interest in the environment and being eco-friendly.

Career route:

I am a 1996 Olympian who represented

Canada in Judo and was Pan-American Champion. I met my husband, Neil Adams (National Coach for Wales) at the 2000 Sydney Olympic Games when we were both TV Commentators for BBC and CBC respectively. At that time, I was the Wellness Coordinator for Nokia Canada. At the end of the contract, I moved to Britain in 2001. I was asked to take up the position of Welsh Judo's Women's Coach, then became the WJA Office Manager. As my children are now going into school, I was pondering going back to full time work when the position for the WJA General Manager came up. Now I'm working full, full time!

Main challenges facing your organisation:

Working with the North/South divide and the politics that go along with that. I hope to use my experiences to help soften this line and really open up the lines of communications between regions. Another is to change the mind set of the membership to going green. When I took on the role, I couldn't believe how much paper the office uses! The new website has been a real hit and many members are paying for their memberships on line now.

Things you enjoy most about your job:

I always enjoy meeting new people and this job certainly satisfies that! I also like

trying different programmes to enhance our membership.

Things you least enjoy:

Photocopying

Grant one wish, what would it be?

To have our new dojo at WIS done by September. The new dojo is going to make such a massive difference to our programme and to have that sooner than expected would be fabulous!!!

What three words best describe you?

Passionate, approachable, hard-working.

Youngster from your sport to look out for in the future?

We have a few but the one that stands out is Curtis Dodge, our 60kg junior player. He'll go as far as he wants to go.

Best advice you ever received?

I was told once by a Judo Olympian that "no matter how high you get, no matter how many coaches you have on the climb up, you always acknowledge your very first coach, as they gave you the foundation".

Welsh Sportspeople Honoured on Birthday List

The recently published Queen's Birthday Honours list 2008 pays tribute to outstanding achievement and service across the entire community.

Many of those honoured have been involved in charitable or voluntary work, or undertaken extra-curricular activities linked to their professions. This is in keeping with the Prime Minister's intention that the significant majority of honours should go to local heroes who give up their time in service to their community.

This year several people from Wales were

honoured for their service to sport and the community.

Hilary King, President of the World Indoor Bowls Council, was amongst those honoured for her contribution to sport.

Hilary, who was the first woman to win the Welsh Sports Association Administrator of the Year title in 1992, has enjoyed an outstanding career since joining Treherbert Ladies Bowling Club in 1965. After spending 18 years as club secretary she was elected chairman in 1994. Mrs King joined the Rhondda Indoor Bowling Club

and was made an umpire in 1981. From 1982 to 1984 she was secretary of the Welsh Ladies Indoor Bowls association. In 1985 she was made chairman of the Welsh Ladies Umpires Association. She was made a life member of the World Indoor Bowls Council.

Well-known Welsh figures to receive honours were boxing star Joe Calzaghe, who previously received an MBE in 2003. Former Chairman of Glamorgan and the English and Welsh Cricket Board was also honoured for his service to sport.