

**Royal New Zealand Pipe Bands Association Inc.**

# **MANAGEMENT BOARD REPORT**

**FOR THE YEAR ENDING 31 DECEMBER 2010**

**Iain Blakeley  
Jim Shepherd  
Penny Wilson**

**January 2011**

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year ending 31 December 2010**

## 1. Management Board Review

*Greetings to all Member Bands,*

*The Management Board has pleasure in presenting its report on the Association's activities in 2010.*

*First and foremost the Board wishes to acknowledge the contributions to the affairs of the Association of the Management Group leaders. Without the time and skills these people donate to the movement the many benefits provided by the Association to members could not be achieved. Thanks go to Kerry Marshall, Murray Venables, Sheran Hancock, Chris Stevens and George McEwan.*

*The key objectives set out in the 2010 Annual Plan were to increase participation in pipe bands, improve the quality of pipe bands and support the involvement of bands within their communities throughout New Zealand. We proposed an ambitious programme of activities to support these goals.*

*In the Board's view significant steps were taken in 2010 towards achieving these objectives with the help of a significant grant from **Pub Charity** and thanks to the efforts of numerous people throughout the country.*

*The budgeted costs of running the Association's base activities were \$66,510. After income from interest and member contributions we projected a net cost of \$9,123. The Board is pleased to report that we were able to keep our actual costs below budget in most areas. Interest was above budget. The overall result was a surplus for base-case activities of \$11,853.*

*Programme activities were budgeted to cost \$46,696. Actual costs were \$3,076. These activities included -*

- *Visiting tutor programme for ten bands*
- *Nine students awarded National Certificates in Piping or Drumming*
- *The Masterton National Contest*
- *Re- distribution of a pipe band promotional flyer to help Centres and bands recruit new members*
- *Further curriculum revision*
- *2010 Contest Display prize money*
- *Four fantastic editions of the New Zealand Pipe Band magazine*
- *An increase in band membership numbers*
- *The Annual Conference held in Wellington*
- *Musicians' days, youth band camps, seminars, workshops and similar activities in Southland, Otago, South Canterbury, Canterbury, Wellington-Hawkes Bay, Taranaki, the Central North Island and Auckland Centres. These took place throughout the year and will continue in 2011 as the Pub Charity grant is used..*

*In education our flagship event, the National Summer School, was another outstanding success. We are indebted to Robyn Forbes for her superb organisation and to Jack Lee and Reid Maxwell for their outstanding leadership which is backed up by the cream of our local piping and drumming talent making*

*up the local tutors. We saw again Centres and bands finding funds to subsidise some of those attending.*

*The Masterton National Contest was very successful. Thanks to the efforts of the local organising committee lead by Garry Daniell the Contest returned a net surplus to the Association of \$650.00. After taking this and contest levies into account the Contest broke even.*

*The Promotion Group led by George McEwan undertook the publication of a new brochure for use by bands when recruiting new members. A first batch was sent out in late 2009 to all Centres and further copies distributed during 2010 The brochure is in use by many bands and we look forward to feedback on its usefulness.*

*Chris Stevens and Penny Wilson produced four high quality magazines during the year. Subscriptions and advertising held their own in a difficult year and feedback about the quality of finish and content continues to be very positive. We are very pleased Chris was able to represent the Association in Scotland to visit advertisers and potential subscribers and to cover the travels of those New Zealand bands attending the Worlds.*

*Murray Venables, the Association's Administration and Finance Group leader, together with Robyn Forbes, the Executive Officer, managed our finances and administration. . Robyn has completed her first year in the position, and is to be commended on her ability and efficiency, in taking on an extremely busy and at times complicated and many faceted job.*

*The Financial statements for the year ended 31<sup>st</sup> December 2010 accompany this report and are self explanatory. The projected deficit was \$55,819. Thanks to tight control of costs, the assistance of Pub Charity, the contest result and slightly higher capitations than budgeted, the result was a \$8,777 overall surplus for the year, a very satisfactory outcome given the amount of activity and the difficult financial times we live in.*

*The Board meets regularly by teleconferences – an efficient and cost effective system – and each November gathers, along with the Management Group leaders, to review the past year and start planning for the next year.*

*Each year the positions of President and one Board member come up for election and, before the start of the year, Iain Blakeley was re-elected President unopposed and Penny Wilson was elected to the Board unopposed. Jim Shepherd retained his position.*

*Iain Blakeley*

*Jim Shepherd*

*Penny Wilson*

## **Reports and Financial Statements of Management Groups**

### **2. Promotion Group**

#### **Leader**

George McEwan (Christchurch)

#### **Members**

Co-opted for specific projects.

#### **Goal**

To promote membership of pipe bands and their contribution to New Zealand and its local communities.

To assist bands to establish a substantial funding base through sponsorship and marketing programmes to achieve the above.

#### **2.1 Base-case Activity**

##### **2.1.1 Assistance for Centre Promotions Group members**

10,000 flyers have been circulated to the presidents/secretaries in every Centre to help the local leaders promote the movement.

##### **2.1.2 Finalisation of a National Database of Tutors**

Not completed.

##### **2.1.3 Promotion of the 2010 & 2011 National Contests**

At the time of writing no promotion assistance has been requested by the Timaru Contest organising committee.

##### **2.1.4 Promotional Material**

The promotional flyer was successfully completed at the end of November 2009 and circulated to Centres. A second print run was completed during 2010 due to higher than expected demand for this resource.

The flyer combined with the website offers an insight into what pipe bands in New Zealand are about. A large number of flyers have been printed and the Association is holding stock if further copies are wanted. A digital version has also been placed on the website and can be downloaded.

### **3. Education Group**

#### **Leader:**

Sheran Hancock (Feilding)

#### **Members**

Centre appointed Education Officers

#### **Goal**

To provide education in all aspects of pipe band work to people at every level of experience and ability.

#### **3.1 Base-case Activity**

##### **3.1.1 Administration and Development**

Administration of the Group and working with the RNZPBA College of Piping and Drumming to deliver certification programmes continued throughout the year.

##### **3.1.2 Communication**

Quarterly Education Group information was provided for “In Tune”.

##### **3.1.3 National Tutor Database**

This is an ongoing project and remains uncompleted although significant progress was made during the year.

##### **3.1.4 Education Group Membership**

The Group Leader has continued to work with Centres to ensure each has an Education Officer appointed and has worked with those persons to assist in the delivery of education programmes in their Centre, providing other assistance as required.

#### **3.2 Programme Activity**

##### **3.2.1 2010 National Summer School**

National Summer School at Christchurch Boys’ High School in January had 210 enrolments with 200 eventually attending. Two overseas tutors from Canada, (Jack Lee, and Reid Maxwell from SFU), plus 21 NZ based tutors.

##### **3.2.2. National Youth Band**

The Group is very proud of achievements made so far in getting a National Youth Band underway. This ambitious project has been made possible by the support of the Pipe Bands Foundation and Pub Charity. During the year an organisational team lead by Sheran was put together, and structure and programme for the band has been finalised, funding has been found and the first intake of band members has been selected. This is an ongoing project and one the Association is committed to ensuring becomes a permanent feature.

##### **3.2.3 Visiting Tutor Programme**

Applications for the Visiting Tutor programme were called for by 1 June 2010. Ten bands received assistance this year.

### **3.2.4 Website Tutorials**

The tutorials started by Greg in 2009 were completed in 2010. A further series by Greg Wilson is scheduled for 2011.

### **3.2.5 Centre Youth Band Development Programmes**

Every Centre was allocated a portion of Pub Charity funding in 2010 based on their capitation returns. In effect this was a “per capita” funding basis. Centres submitted proposals for programmes to be funded by the grant and the Board approved them. These programmes commenced in 2010 and will continue in 2011.

The activities so far and those planned include musicians’ days, youth band camps, seminars, workshops and the award of scholarships. Hundreds of learner pipers and drummers benefited from tuition by the best teachers available in New Zealand. Funds were spent on reimbursing tutors for their costs, hire of facilities, purchase of teaching resources such as books, and the purchase of equipment such as practice chanters and pads.

### **College of Piping and Drumming**

**Leadership:** Lester Flockton (Convenor/Registrar), Greg Wilson (Principal, Piping), Cameron Wilson (Principal, Drumming), Brian Switalla (Associate Principal, Piping), Ross Levy (Associate Principal, Drumming), Scott Mitchell (Associate Principal, Drumming)

### **Operational Position (adopted by RNZPBA 2005)**

1. That the College remain under the auspices of the RNZPBA.
2. That the College be quite distinct from the Education Group in function and membership while still working in partnership as parts of the same Association.
3. That the leadership of the College comprise College directors being the present offices of principals/associate principals (selected by an electoral college of "members" - as at present), and a convenor/administrator (selected by the directors).
4. That the central function of the College be the development, regular review and dissemination of quality curricula supported by a highly credible system of delivery, induction and attestation. Additionally, it has a support role of providing advice to the Association and its Education Group on matters such as personnel and programme design.
5. That the College of Piping and Drumming annually negotiate directly with the Management Board on an annual outcomes costed budget to assist it with fulfilling its function.

## College Activity 2010

College activity during this past year has involved the conducting of examinations and awarding of certificates.

### Bagpipes – Preliminary

Victoria Baker **Otautau** *Distinction* John McGlashan College

William Rich **Auckland** Auckland Pipe Band College

### Bagpipes – Intermediate

Sam Madden **Dunedin** (Piobaireachd Endorsement) John McGlashan College

Scott Marshall **Dunedin** (Piobaireachd Endorsement) John McGlashan College

### Bagpipes - Advanced

Matt Fraser **Dunedin** Manawatu Pipe Band

### Snare Drumming Elementary

David Clark **Rotorua** *Distinction* City of Rotorua

Ma Man Lap **Hong Kong** Oriental Pipes and Drums Hong Kong

### Tenor/Bass Drumming Preliminary

Tang Man Ki Makkie **Hong Kong** Oriental Pipes and Drums Hong Kong

### Tenor/Bass Drumming Elementary

Tang Man Ki Makkie **Hong Kong** Oriental Pipes and Drums Hong Kong

In congratulating these candidates, their tutors and those who encouraged them to undertake College qualifications, readers of this report should note the locations represented. We recommend and ask that the RNZPBA Education Group play an active role in establishing targets for College certificate entries in each Centre, encouraging interest, and supporting candidate preparation. The process for making entries is very uncomplicated (see RNZPBA website).

## COLLEGE OF PIPING AND DRUMMING CERTIFICATE REGISTER TO 2010

### BAGPIPE

Advanced Certificate	71	(since 1986)
Intermediate Certificate	118	(since 1986)
Elementary Certificate	461	(since 1986)
Preliminary Certificate	142	(since 2001)

***Total Piping Certificates Awarded*** **792**

**SNARE DRUM (No records available prior to 2001)**

Advanced Certificate	1	(since 2002)
Intermediate Certificate	7	(since 2002)
Elementary Certificate	28	(since 2002)
Preliminary Certificate	52	(since 2001)

***Total Snare Drumming Certificates Awarded*** **88**

**TENOR/BASS DRUM (No records available prior to 2001)**

Advanced	0	
Intermediate	2	(since 2003)
Elementary	9	(since 2001)
Preliminary	28	(since 2001)

***Total Tenor/Bass Certificates Awarded*** **39**

***TOTAL COLLEGE OF PIPING AND DRUMMING CERTIFICATES  
AWARDED*** **919**

Lester Flockton  
College Convenor/Registrar  
January 2011

## **4. Communication and Publication Group**

### **Leader**

Chris Stevens (Christchurch)

### **Members**

Penny Wilson

### **Goal**

To communicate and publish both within and beyond the pipe band community.

### **4.1 Base-case Activity**

#### **4.1.1 NZ Pipe Band magazine**

2010 has provided its share of challenges for the Group, particularly in regard to the magazine, and the costs associated with its production. In an effort to reduce the overall cost to the Association, alternative printers have been sought (although the print process is still being managed by Precision Design Print & Web, Christchurch), and tighter monitoring of database accuracy has resulted in fewer returns.

Advertisers have been difficult to hold, with the economic climate being such that many are now more cautious when allocating advertising support, although generally, we have managed to retain a large number, and are grateful to those who continue to promote their products and presence within the magazine.

On two occasions we missed our self-imposed deadline for magazine release. August issue was a week late primarily as the Group Leader was in Scotland during the final stages of magazine preparation, and the November issue missed the last Saturday of the month through late submission to the printers for a variety of reasons. Our page count for each issue (excluding cover) was:

February – 36

May – 44

August – 36

November - 32

We wish to acknowledge the significant contribution made by our correspondents – it is their contribution of time and effort that makes the magazine what it is. We look forward to continuing the relationships we have with these contributors, and to adding to the stable of regular and casual correspondents.

The budgeted cost for the four magazines was \$3550 and the actual cost at 31 December 2010 was \$1590. The decrease in costs was due to lower printing costs.

#### **4.1.2 Website & on-line database**

The website is a dynamic document, constantly being updated with information relative to the activities of the Association at the time. Management Group leaders have contributed well to the content, and visitor statistics remain strong.

Costs have remained virtually the same.

We still have issues with some bands not adhering to accuracy levels required with the on-line database. The data is extracted for use in NZ Pipeband magazine mailing, and national contest programmes. We require 85% accuracy in order to keep our reduced postage rates with NZ Post. Falling below this threshold will result in substantial cost increases.

## **5. Contest Group**

### **Leader**

Kerry Marshall (Napier)

### **Members**

As required for specific projects

### **Goal**

To establish and administer the rules under which the New Zealand Pipe Band Championships will be conducted.

## **5.1 Base-case Activity**

### **5.1.1 Administration of 2010 Contest at Masterton and preliminary work for the 2011 Timaru Contest.**

The contest in Masterton was attended by 39 bands plus 4 entries in the Juvenile Event. The organising committee is to be thanked for their efforts with a positive financial outcome being achieved. A remit was dealt with affecting the Contest Rules and the updated Rules were posted on the Association's website in January. Costs associated with the base-case activity totalled \$14,839.

The net cost of the base activities for the year was \$4822, as against the budgeted amount of \$10,700.

## **5.2 Programme Activity**

### **5.2.1 Music Judges' Workshop**

This was held in Masterton at the conclusion of the Contest and was generally regarded by those attending to be of considerable value.

### **5.2.2 Non-Music Judges' Selection Committee conference**

This was held at the Christchurch Airport in September.

### **5.2.3 Prize money for the display event at Masterton**

Prize money to the value of \$3,000.00 was provided for this event.

## **6. Administration and Finance Group**

### **Leader**

Murray Venables (Dunedin)

### **Member**

Executive Officer (Christchurch)

### **Goal**

To ensure a cost-effective financial and administrative base for the Association.

### **6.1 Base-case Activity**

#### **6.1.1 Financial management of the Association**

The Group has continued to produce monthly financial reports, supported by clear commentary and comparisons with the previous five years, which have enabled the Board to closely monitor the finances of the Association. The Group is pleased to record that all aspects of its management are well within budget for the year.

#### **6.1.2 Financial management of Management Groups**

The Management Board received quarterly reports against budget for each of the Management Groups.

It was pleasing to note that a slight surplus ahead of budgets was realised.

#### **6.1.3 Computer Database**

Maintained in co-operation with the Communication and Publications Group.

## **7. Management Board**

### **Leader**

Iain Blakeley – President (Auckland)

### **Members**

Jim Shepherd (Inglewood)

Penny Wilson (Christchurch)

## **7.1 Base-case Activity**

### **7.1.1 Direction of Management Groups**

The Board was responsible for ensuring the Management Groups successfully implemented the 2010 Plan. Jim Shepherd continued to work closely with the Education Group and Penny Wilson with the Communication and Publications Group.

The Board met by audio conference several times during the year and also around the table after the AGM, prior to Conference and the annual planning meeting in October. Regular reports were received from Management Group Leaders throughout the year including monthly detailed financial reports. Close watch was kept on the Association's finances and the conservative investment policy of the Board remained.

Activities within the Education portfolio were as follows. Preparatory work was done by the Board arranging a further set of website tutorials for 2011, initial administration for Centre Youth activities, and for development of the National Youth Band.

The Board reviewed the financial structure of the Association and prepared a proposal for consideration at the 2010 AGM intended to secure greater certainty of long term capital needs. This was supported and the Board continues to work on putting this into place.

Members of the Board also liaised with the Music and Non-music Judges' Selection Committees on several matters as they arose, including progress on the appointment of judges, educational programmes for judges, grading procedures particularly consequent upon a possible change to the structure of Grade 4, and options for reform of appointment criteria for judges.

With the Leader of the Communication and Publications Group the Board has worked with Southland Polytechnic to develop a new contest results programme. This is a significant project and we would like to record our thanks to Allister Macgregor of Gen-I for their sponsorship and support. We anticipated being in a position to use this new product at Timaru in 2011.

### **7.1.2 Reporting to Bands/Centres**

The Board and Management Groups report through 'In Tune' and the Association's website. Correspondence is also sent out to bands and Centres as required. The President holds audio conferences with Centre Presidents during the year and these continue to be a valuable tool for keeping the Board up to date with any concerns in Centres and bands.

### **7.1.3 Annual Conference**

The Conference in Wellington was well attended and some very good discussions took place on the proposed remits, contesting and educational matters.

