

## MINUTES

### In Attendance:

David Joy (DJ)	Chief Executive
Lee Pooley (LP)	Head of Coaching and Qualifications
Sid Sinfield (SS)	Performance Coach Developer
Ed Christian (EC)	British Canoeing ECLN Representative
Doug Cooper (DC)	Scottish Canoe Association (SCA)
Dan Golder (DG)	Canoe Wales (CW)
Peter Mulhall (PM)	Canoe Association of Northern Ireland (CANI)
Graham Lyon (GL)	British Canoeing Awarding Body

### Also In Attendance:

Natasha Devonshire (ND)	Coaching Development and Engagement Lead
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### **1. Chair's Welcome and Opening Remarks**

### **2. Declarations of Interest**

The Chair opened the meeting, welcoming the group online and highlighting that although meetings are slightly different online, we are keen not to lose the opportunity to have proper dialogue.

### **3. Minutes of the Last Meeting (No40), March 2020**

The minutes of the above meetings were agreed as accurate recordings of the proceedings.

### **4. Matters Arising (Not covered by the agenda)**

The group questioned the progress with the Good Practice Guidelines infographic and LP highlighted that these are ready and will be shared at an appropriate time. Currently, helping people to get back out on the water and supporting the industry is the priority.

### **5. British Canoeing Board**

The Chair shared that following the outbreak of Coronavirus, the office quickly transitioned to work at home. We have continued to share guidance to our members, coaches, the public, etc., following Government guidance.

Initially, the aim was to try to keep British Canoeing business continuing as normal, using the time wisely to make the company stronger following the pandemic. Furlough was offered to staff voluntarily. The company has completed a lot of work that staff wouldn't normally have time to do. Since the ease of lock down on the 13<sup>th</sup> May, we have seen an immediate bounce back of activity. We believe this is partly because people want to do outdoor activities now that they can and equally can't do some activities, they are favouring paddlesport. Equally, our digital presence have been built in such a way that if someone searches for paddling, they are quickly directed to licensing and membership.

We recognise that there is a slower return for courses and Providers and Centres and hope this will open up soon.

It was questioned whether any other NGBs have experienced similar membership increases during this period. We know the outdoor individual sports have had the opportunity to bounce back, such as cycling and angling. Paddlesport across Europe has also seen a similar growth, as well as manufactures across Europe, USA and Canada.

The Chair shared that the World Class Programme is gradually returning to training and we are in the early stages of returning to the office. Both of the International events that we were hosting this year have now been cancelled and we have made the decision not to enter athletes into competitions in 2020.

The Chair shared that British Canoeing has decided to push the four year plan back a year. It is not an appropriate time to be consulting with partners about the long term future as people are currently concerned with getting their own businesses back to operational strength. The aim is to launch the strategy in 2022, with a 3 year plan.

The Chair highlighted that there was a breakthrough in the House of Lords around the rights of navigation of waterways through the new agricultural bill. There was a 2 hour debate about access to waterways with no real opposition.

There was a positive meeting with the Chief Execs and Chairs in April about the UK Agreement. The group agree that it is operating well but British Canoeing need to ensure there is always clarity when providing information, clearly signposting when this is a UK or England initiative.

Diversity has also come to the forefront recently and is something this group also needs to turn its attention to, in terms of BME and women coaches and the Provider workforce.

## **6. British Canoeing Coaching Development Projects**

Paper circulated. Verbal Update and Progress Report

In the last meeting, LP shared that the Freestyle videos and Slalom and Racing cards are ready to go. Due to Covid-19, we are waiting to promote these as the Freestyle videos are filmed in a swimming pool, so would not be appropriate at this time and the workplace that prints the cards are currently on furlough, so we are waiting until they open back up.

LP highlighted that over 4 years, he has never seen the Coaching Department or the National Association Coaching Managers work so hard. LP has shared his appreciation with the Coaching Managers but he would also appreciate if the National Association share this thanks through this group as well.

The Performance Coach has now launched and there has been several inquiries in the new programme. A couple of the Community of Learning events have been delayed so it is being considered whether these could be 2 day online events.

The Leadership Awards were announced publicly on the 3<sup>rd</sup> June and will be available in January 2021. Several webinars have been run across the UK to talk through the qualifications and we've had over 250 Provider applications. Provider events have been published across the UK which has been agreed to run at a break even cost, to ensure a low cost for Providers who have been impacted by Covid-19.

LP shared that lots of people have been accessing our digital tools which shows that the digital investment was the right thing to do. Across lockdown, the National Associations have run a lot of

additional webinars to support Providers and leaders, with over 2k people attending so far, across a diverse range of subjects.

The Coach Award eLearning is also now available to purchase as a standalone product.

## **7. Continuous Professional Development**

Update from CAG

The CPD project has already been agreed at CAG and the changes are now ready to be implemented. This would make sense to introduce at the same time as the safeguarding changes on the 30<sup>th</sup> September. This should be a good news item as not much has changed, it now just makes it easier to recognise someone's development activities. It has been suggested that the National Association Coaching Managers will make a collective video, each explaining an area of the CPD process.

It was questioned whether this would be well received as we are often criticised due to the pace of change. However, the new process gives more options, aligns with our Educational Philosophy and will make it easier for people to keep their CPD up to date.

## **8. Covid-19**

### **8.1. Current position**

### **8.2 Coaching and Leadership Guidance**

### **8.3 Delivering qualifications and awards**

LP recognises that the industry is currently struggling, with Centres closing down and others trying to reopen with smaller staff teams, following the guidance, etc.

As an organisation, we are continuing to provide updated guidance which is proving more difficult as the lockdown eases at different rates in different countries. Equally, our qualifications are delivered worldwide and the guidance needs to be relevant to these countries as well. Where possible, we will continue to work with the National Associations to coordinate the guidance that's being shared.

LP shared that we need to introduce guidance for people delivering Qualifications and Awards. The emphasis will be on a personal responsibility for choices.

## **9. Stronger Together Strategic Plan**

Discussion

Due to the extended Strategic Plan, the group needs to look at what the next 20 months look like, working with the National Associations, as well as considering the 3 year plan. We need to look at an extended plan, to have strategic direction in England and across the UK, to ensure we stay on track.

It was suggested to provide a progress report of the current plan at the next meeting and look at what the priorities are over the next four years so CAG and colleagues are clear on what to focus on.

There is a strong theme about embedding the changes in past three years, as well as looking at what else is a priority. It has been suggested that the review of the Safety Awards is an obvious next step but we also need to be considerate of the industry.

It was suggested whether this should be split into three phases, (1) to support and rebuild the industry, (2) review phase, (3) future proof the awards and looking at the digital platform.

It would be useful for CAG or CSG to suggest developmental activities that would be a priority at this time to support people.

It was suggested to work as efficiently as we can across the 4 countries to provide guidance about what actually is possible, so people can begin to offer courses again. We can then do the maximum amount we can to promote these and encourage people to book onto the awards.

It was also highlighted that one of the successes of lockdown has been online Provider support communities where Providers can come together and talk in a safe environment, with people who are going through similar experiences.

It was suggested to share this with CAG and look at the best ways we can support the workforce at this point. This needs to be realistic of capacity but this should be a collective responsibility across the UK, whilst also looking at the corporate approach vs local approach.

LP to pull this together in a short paper, speaking with CAG and ready for the next meeting.

**ACTION:** LP to write a short paper based on the next 20 month strategic plan.

## **10. Awarding Body Update**

### **10.1 Verbal update**

LP shared that it had been a really busy period for BCAB as they have to meet the same compliance as any other Awarding Body, such as BTEC and City and Guilds. The committee has changed some of the practices because of changes in regulatory conditions and the regulators have said there is no need for a statement of compliance this year.

LP also shared that the governance and risk committee is now officially involved when we submit a statement of compliance.

### **10.2 Performance Coach**

The Performance Coach has now launched and has been registered with our regulators as a Level 4.

## **11. Any Other Business**

No other business

## **12. Date of next meeting**

19<sup>th</sup> August 2020 10.30 – 12.30 (Online)

18<sup>th</sup> November 2020