

MINUTES

In Attendance:

David Joy (DJ)	Chief Executive
Lee Pooley (LP)	Head of Coaching and Qualifications
Mike Chandler (MC)	Head of Performance Coaching
Guin Batten (GB)	Head of Strategy and Development
Alex Shiell (AS)	British Canoeing ECMC Representative
Doug Cooper (DC)	Scottish Canoe Association (SCA)
Sid Sinfield (SS)	Canoe Wales (CW)
Peter Mulhall (PM)	Canoe Association of Northern Ireland (CANI)

Also In Attendance:

Natasha Devonshire (ND)	Coaching Development and Engagement Lead
Darryll Shaw (DS)	English Coaching Manager

Apologies:

Graham Lyon (GL)	British Canoeing Awarding Body
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1. Chair's Welcome and Opening Remarks

2. Declarations of Interest

The Chair welcomed the group to the meeting and highlighted that if any particular declarations of interest arise during the meeting to highlight them.

3. Minutes of the Last Meeting (No35), Nov 2018

4. Matters Arising (Not covered by the agenda)

The minutes of the above meeting were agreed as an accurate recording of the proceeding.

5. British Canoeing Board

The Chair spoke about the Commercial Strategy that sits alongside the hosting of events and shared that we have now secured the commercial income for the upcoming World Cup. We are also building relationships to discuss ongoing programmes, such as Coaching and Qualifications and look at the possibility of drawing commercial partners in who will add value to Coaches and Leaders.

The UK Agreement has been signed and shared. This was already working with the Awarding Body and the funding arrangements for the awards. The agreement brings the same clarity across the National Associations and all of our activities.

The Chair shared that the Board are working through the Honours and Awards. There are British and English Honours so the group were encouraged to think about those who make an outstanding contribution to British activity.

The AGM is taking place at the weekend, with three Vice president nominations and changes to the articles due to the changes of the National Association agreement.

The Chair questioned the group for the general feedback from paddlers about their view of British Canoeing. It was suggested that from an internal point of view, we are in great shape, from an external point of view, the change needs bedding in but we are in good shape for a period of change. The membership are still getting their head around the change, so this needs monitoring but there is more positivity than we have seen before.

6. British Canoeing Coaching Development Projects

Reporting Paper February 2019

LP talked through the developments in the Reporting paper. Since the last meeting, the NEW Paddlesport Instructor and Personal Performance Awards have been launched with all of the resources and collateral available since 2nd January. LP wanted to share his thanks to the Technical Groups and Working Groups for all their hard work, and the staff team, to get the awards to a professional standard. A campaign calendar has been developed, to ensure there is implementation and the message is being continually shared. The National Association Coaching Managers have also met to discuss marketing and how to support each other promoting the qualifications and awards.

LP shared that the Stadium Safety and Rescue Training has now been designed and written and the National Associations have received the Provider requirements. The first training course will take place during Easter weekend, to train volunteers for the ICF London Canoe Slalom World Cup.

The four SUP pathways for the Coach Award have also been designed and written. The new pathways easily slot into the Coach Award, due to the way the award was originally designed. This has been shared in Catch Up with Coaching with a save the date for Provider Orientations in July 2019.

The Foundation Paddle-Ability module has undergone a review and re-development which will be launched on Friday, ahead of the Clubs Conference.

We have also produced partnership mapping documents with the Scouts and ISKGA, so these groups can engage with the Personal Performance Awards. A document is under development to link with the Sea Cadets.

Unfortunately, the applications for the Coaching Diploma have not met the required standard and the cohort has been postponed. It was suggested to do an Adventure Sports Coaching Diploma, linking to Mountain Training UK and British Cycling, to broaden the programme and make it more sustainable. There is a lot of interest from these sports and their only current option is to do a postgraduate degree. It is important to properly understand why the numbers are low. It is also important to look at the membership perceptions of the course, as there may be lack of clarity and understanding of what the programme actually is.

The eLearning has now been accessed 33,000 times. It was suggested to revisit who can access the eLearning. It was suggested that coaches could have an account which they pay into and this could update CPD. It was suggested that the eLearning could be a member benefit. Cycling and Hockey used to be members only and is now open access so it would be good to find out their reasoning. It was suggested to produce a paper to stimulate discussion at the next meeting.

ACTION: LP to produce a paper around the next steps for eLearning.

7. British Canoeing Coaching Safeguarding Working Party

Verbal progress report from Darryll Shaw

DS explained that that Safeguarding Steering Group tasked CAG to review the safeguarding update requirement for coaches, due to the possible current risk. The researched showed that we are not in line with other organisations, who enforce a 3 or 5 year update. The group formed several recommendations, including expanding the safeguarding requirement to leaders and to increase the requirement to every 5 years, which would be either face to face or online. The working group suggested adopting a policy similar to the First Aid policy, where the deployer or club pick the training that is right for their coaches or leaders. There would also be a broader range of the training accepted, for example, we could recognise Scout Leaders who have annual in-house training.

The group questioned whether there is any evidence that asking people to take the same training every 5 years would reduce the risk to young people and vulnerable adults or would it just be an organisational risk. Equally, what would the risk be of leaving things as they are? If you review the cases over the last two or three years, there is evidence that there is no safeguarding training or the training is over the 5 year bracket. It was suggested that in the case of an incident, if someone has done training in the last 5 years, you can hold them to account, otherwise people plead ignorance. If someone has malicious intent, training will have no impact. However, there is clear evidence that there is poor practice due to lack of awareness and understanding.

It was suggested that if people aren't working with children or vulnerable adults, there should be an option not to go through repeat training. However, we need to move away from this being seen as a tick box exercise. For coaches engaged with young people and vulnerable adults, we are nowhere near putting the right quality controls in place and when cases come to light, it is clear that people do not have an understanding of good practice. We need to change behaviors through this mechanism to ensure people understand the Code of Ethics and the Code of Conduct. We should not be looking to catch up with other organisations. This gives the opportunity to create sport specific, case specific training, targeted at things like mental health support. We can also repackage this, rather than 'safeguarding', it can be more about holistic health and well-being. The environment someone coaches in would dictate how often the training would need to be undertaken.

DS explained that the Safeguarding Group mirrored this conversation and would like to ensure that its content specific, focused on health and well-being. It should be broad but not just about vulnerable adults. It was suggested to include this in the Quality Mark system, so that it is not just an individual's responsibility. It should be clear that it is minimum requirements given, not optional.

It was suggested to share the policy statement with the Safeguarding Group to sign off. This should also be taken back to National Committees so implementation can be considered.

ACTION: DS to share the drafted policy with CSG.

8. British Canoeing Coaching & Leadership Conference 2019

Verbal update and progress report from Natasha Devonshire

Eastwood Hall has been confirmed for the main conference, with the water workshops taking place at the National Water Sports Centre. The keynotes on the Saturday are Sophia Jowett, from Loughborough University, focussing on the Coach-Athlete relationship. Marianne Davies will explore 'Re-weaving the Coaching Rainbow'. Steve Mac will then bring this all together with a practical focus, using a metaphor to draw together strands from coaching relationships and developing people to help us think about coaching 'real' people.

In the evening, Emma Atkins (Director of UK Coaching) and Chris Brain will be presenting the Coaching and Leadership Awards, as well as the certificates for the Coaching Diploma graduates.

On the Sunday, there will be a range of practical and classroom based workshops, exploring themes from Day 1 and topics that the Discipline Groups would like. We are looking at workshops to attract younger coaches and leaders.

The programme and bookings will be launched towards the end of May, with early bird bookings. We are aiming for 250 plus attendees and representation from all disciplines.

9. UK Coaching & CIMSPA

The Chair shared that there are two developments within CIMSPA that we are following. Firstly, CIMSPA are looking to develop 'Professional Standards' for Coaches.

There is also a consultation taking place to look at a Workforce Register. DS is attending a meeting next week for further information and to see whether this would be appropriate. The purpose is that anyone could access coaches information, their qualifications, safeguarding, etc. CIMSPA are leading this and would be an industry wide workforce measure.

10. British Canoeing Performance Coach Review

Coaching are working on a project with Discipline Chairs to enable British Canoeing to better support coaches, developing our APL and CPD systems, to give options so people can guide their own development. Coaches now have choice but struggle because they have never been given such options.

LP showed the group the Resource Library, which currently holds around 2500 resources including podcasts, videos, information from the Technical Groups, etc. LP also shared the Self-Analysis Tool which sits alongside the Resource Library so coaches can determine where they are in terms of their coaching and development, and gives people the tools to consider the right CPD for them. The aim of the tool is to support personal development and to aid learning. The results of the Self-Analysis can then be shared with a Mentor or Coach Developer, to support the coach. The results are suggestions depending on the coach's answers. Coaches can then go back to the tool over time and see where they have improved or consider other areas of development.

The group liked the tool and thought that it's powerful because it's quick to do, without too much overload of information. The group questioned whether people will need membership to access the tool or whether it would form part of a registration. These discussions are yet to happen but it was suggested for LP to get a paper together and bring it back to work through how we will use the tool and how this will be implemented.

The Technical Groups will be established at the beginning of April and they will develop the content that sits behind this. We are aiming for the tool to be available from October or early next year.

ACTION: LP to bring back paper on the developments and use of the tool.

These developments go alongside the Performance Coach review. During the review process, Coaching contacted learners who have accessed the Performance Coach/Level 3, completed interviews, analysed the data, contacted Outdoor Centres, the Performance Department, the Disciplines, etc., and we then produced a suggestion of what the new qualification will look like.

There are two proposed pathways suggested, developed from the evidence collected. One is the Performance Coach qualification, for every discipline and environment. The other option would be a

'Head of Paddlesports' training course as the research showed a lot of people did the Level 3 qualification as that was the only option available, it may not necessarily be right for their role.

There was a discussion around the Head of Paddlesports qualification and whether this could go across all adventure sports, as people in these roles often don't specialise in Paddlesport alone. It was suggested that this could be a two day course or a range of modules to support the various aspects of the role. This could fit into the Centre Accreditation process that will be reviewed. The importance of the paper is that it identifies a need and a gap.

The Performance Coach is the additional experience in Technical and Tactical, the next step from the Coach Award and the research showed that there is a need for an award that is higher than the Coach Award. This would also help to bridge the gap to the Coaching Diploma, compared to the existing qualification. This will have the same disciplines as the Coach Award and is unlikely to be a direct entry award but people can APL. It was questioned whether there was enough similarity across adventure sports coaches and the elite coaches to have one award. In terms of their learning, there are similarities and differences, but in terms of the attributes, they are very similar. The coaching craft is the same, they just use their coaching craft in different sophisticated ways.

At this stage of development, it is less about formal learning and the emphasis is put onto their individualised learning, their development pathway and mentoring. Effective mentoring will be key to the awards success. British Canoeing have never invested time or money into mentoring so we need to invest the capacity to find the right mentors and will also look into a 'Find a Mentor' digital system.

CSG made it clear that the focus is on the Performance Coach and the other project is separate, which could sit within the centre/club environment.

ACTION: LP to share an update of developments at the next CSG meeting.

11. Code of Conduct for Coaching Workforce

The 'Code of Conduct for Coaching Workforce' has recently been shared as a UK document as well as an eLearning package. It is apparent that the document has not been very well accessed.

It is a long document and is not user friendly, there is not a clear coaching philosophy and people do not see it as relevant to them. To make the document more accessible, it was suggested to be called 'Principles of Good Coaching' to appear as a more supportive document for people to develop. The principles are embedded throughout all of our coaching courses, so coaches should see the code as relevant to them. It was suggested to share a template for clubs and centres to edit. It was also suggested to produce an infographic around the key principles, for people to understand what it means for them.

We now need to look at how to implement the information in a way that Coaches and Leaders will engage with. It was suggested to bring this back in November for discussion.

ACTION: LP to add to November agenda to discuss Code of Conduct

12. Awarding Body Update

12.1. Verbal Update

The recent AB Committee meeting discussed the new SUP award and felt this aligned to the compliance of Ofqual and Qualification Wales.

It has been identified that the group need to look at recruiting another member as the existing group has been established and in place for a long time. This will be promoted in April. There is flexibility within the Terms of Reference to co-opt members as necessary.

The group questioned whether there is a difference between the bodies that the National Associations report to, the designations and funding, etc., and how this fits into this group. It was suggested to produce a short paper around the Awarding Body and it's relationship to this group.

ACTION: Produce paper demonstrating Awarding Body function and reporting relationship.

Ofqual are currently going through consultation and are looking to change the verification process. This could mean they require Awarding Bodies to be more active in the field, which would have a financial implication to it. The Awarding Body will be inputting into the consultation meeting on the 9th April.

12.2. Paper – 2018 Statistics

The paper shared shows trends happening between 2017 and 2018.

PM shared that CANI have been slow to roll out the new qualifications and believes coaches have paused their development, due to the changes. PM suggests there will be a significant increase, with more courses planned for this year.

In England, it appears that there is a drop in numbers, however, the stats show certification and over 1000 people have access the Coach Award training in England. There has also been a huge amount of change so we would expect the numbers to rise in the next few years. **DS** shared that there are two groups of Providers. One group who are used to running courses and have continued to do so. We have also introduced new Providers who are not used to marketing courses and running courses and it will take them time to get used to this. In England, more people are doing the Personal Performance Awards compared to the first quarter in 2018. We are also seeing an increase in the uptake of Paddlesport Instructor.

ACTION: Add statistics as a standard item to ensure CSG are kept informed.

13. Any other business

13.1. European Paddle Pass (EPP)

The EPP scheme aligns Personal Performance Awards across European countries. The Star Awards were mapped so Coaching will be attending the meeting to find out the possibilities of aligning the Personal Performance Awards. The information currently looks very instructional and tick box exercises. The EPP scheme is useful in terms of other European paddlers accessing our Leadership or Coaching awards, using the EPP scheme as appropriate prerequisites.

13.2 AALA

The group questioned the developments with AALA. All the documents have been completed and shared with AALA to confirm. Coaching are now awaiting AALA to confirm and complete the document.

14. Date of next meeting

9th July 2019

12th November 2019