

MINUTES

In Attendance:

David Joy (DJ)	Chief Executive
Lee Pooley (LP)	Head of Coaching and Qualifications
Mike Chandler (MC)	Head of Performance Coaching
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) – via GoToMeeting
Graham Lyon (GL)	British Canoeing Awarding Body

Also In Attendance:

Natasha Devonshire (ND)	Coaching Development and Engagement Lead
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Apologies:

Guin Batten (GB)	Head of Strategy and Development
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1. Chair's Welcome and Opening Remarks

2. Declarations of Interest

The Chair welcomed the group to the meeting, welcoming PM who is joining online and highlighted that if any particular declarations of interest arise during the meeting to note them as they arise.

3. Minutes of the Last Meeting (No36), Mar 2019

4. Matters Arising (Not covered by the agenda)

The group asked for an update on the progress of the Safeguarding Policy. The Safeguarding group has not yet met. The group has been sent the feedback and the new policy will be shared with CSG before it is publicly shared.

The group questioned the developments following the EPP meeting. LP presented the new PPAs to the group, which they really liked the ethos of. We will be keeping in touch with the group and they are keen to hear the developments of the Leadership Review. We will then work with the group to map across and link with our awards.

LP shared an update on the Professional Standards from CIMSPA. This is starting to pick up momentum and it is looking like they will issue a statement that UKCC will cease to exist and therefore, qualifications can be aligned with regulators. LP is attending a meeting shortly with reference to funding. We are keen to know whether it is an indicator that NGBs would have to be on board to access future funding.

5. British Canoeing Board

The Chair shared the 2 year progress of the overarching strategy, following the AGM in March, which shows that we are on track.

The Chair highlighted that the recently hosted World Cup was successful. We have established a new company called 'British Canoeing Events', which will run several events over the next few years, across various disciplines. We hope to strengthen a sense of community when running the events.

The Chair explained that we have recently restructured the England talent programme, particularly the Sprint talent pathway. We are looking to ensure the Athlete Development Models are more joined up across the National Associations. The Coach Development Model will sit alongside this. This is ongoing and will gather pace over the next 12 to 15 months. Therefore, there will be a strategic shift in terms of Coach Development, which will now sit within the Coaching Department, under LPs guidance. Therefore, the whole community of Slalom, Sprint and Paralympic Coaches will be developed and connected.

6. British Canoeing Coaching Development Projects

Reporting Paper May 2019

Since sharing the reporting paper, there has been a substantial increase in the numbers of paddlers undertaking the new Paddlesport Instructor.

The SUP Coach Award will be available from the 1st August, bringing the total number of Coach Award pathways to 22. There were 80 Provider applications, of which 50 applicants were deemed suitable to attend Orientation. Due to the demand, there will be an additional 2 Orientations later in the year. There is confidence that there is the market for so many Providers, particularly in sheltered water and open water environments.

There are 12 Providers of the new Stadium Safety and Rescue training, all of which are based at artificial sites across the UK.

It was noted that we will need to do a report on the number of people using the Welsh language to undertake qualifications.

ACTION: SS to discuss with Canoe Wales and follow up on the report about the number of people using the Welsh language documents.

7. Digital Learning and Development

Discussion paper

The paper was circulated to promote discussion around whether eLearning should be a membership benefit. Currently, we do not know whether the people accessing the eLearning are members or not. The only eLearning package we have data on is the Coach Award, due to the tracking.

It was then discussed how much of the eLearning could be put behind a wall and the group were in favour of putting at least some of the eLearning behind a firewall. It was suggested to have a suite of free eLearning, such as safety awareness, to promote and support participation in the sport.

This would be part of either a membership benefit or an annual subscription. It was suggested that having an annual fee, rather than one time buy/use would better support our Educational Philosophy.

It was questioned whether this could open up conversations about the Coach Award content as this is only currently accessible to those registering for the Coach Award. It would be a good opportunity to explore this. The 'Paddlesafe' package was also highlighted and Mountain Training have recently developed a package which we could buy into, which would better support our members. We are

hoping to develop our own Safeguarding package, once the safeguarding group meet, this can be moved forwards.

8. British Canoeing Coaching & Leadership Conference 2019

Verbal update and progress report from Natasha Devonshire

<https://www.britishcanoeing.org.uk/coaching-leadership/coach-conference>

The full programme and booking information launched on the 3rd June. The Sunday workshop selection offers 19 water or classroom based workshops, including everything from Rafting, Freestyle, SUP, as well as Technology in Paddlesports, Smash and Bash, aimed at paddlers, clubs, coaches, etc.

There are a range of membership discounts, young person discounts, and an early bird booking offer until 31st July. We will therefore be pushing the conference heavily over the next month to take advantage of the offer. It was suggested to look into an extended early bird offer to volunteers as a thank you.

The Coaching and Leadership Awards will take place during the evening and we have reopened the nominations until the middle of September.

9. British Canoeing Performance Coach Review

Verbal update and progress report

LP shared that at the last CSG meeting, the Performance Coach Review indicated that there were two roles needed, a Performance Coach and a Head of Paddlesports.

The Scoping Group met at the end of June to develop the overarching definition of the Performance Coach, defining the coach's role, the aim, pathways, etc. The pathways would be the same as the Coach Award, except for the dual discipline coach for Sheltered Water.

LP explained that mentoring is seen as integral to a coaches development but as a Governing Body, we have not supported this with time or money, this has happened organically. Therefore, there will be a specific mentoring package to support mentors and mentees.

The programme has been reduced from 7 days to 3 days. CAG have indicated the cost of the programme to be around £735. Compared to other NGBs, the cost of Level 3 programmes ranges from £400 to £1990.

To access the award, people would either need to complete the Coach Award for apply for APL. Therefore, this is an opportunity to make the APL process better, with guidance, examples and videos, giving people the best possible chance of their APL being successful and them going on to pass the assessment.

The next step would be for the Working Group to develop the content, with the Core group there for the check and challenge. There will then be a public announcement in January, ready for recruitment of Providers and the roll out in Summer 2020.

The next steps for the Head of Paddlesport was questioned. LP will explore capacity to include in this plan or whether this could be put in the next plan. This is unlikely to take priority over the Leadership Review. The group also questioned whether this would sit with the Coaching or Development department, which depends on capacity and how critical the need is. It was suggested to get some evidence of the size of the demand/need of the second pathway, gaining feedback from clubs and centres.

It was suggested for the National Associations to feedback about the second pathway, to research and see the size of the demand. Clubs and Centres would be our target. LP will follow this up with CAG for a scoping exercise.

ACTION: LP to discuss the 'Head of Paddlesports/Head Coach' pathway with CAG.

10. Continuous Professional Development

Reporting paper and discussion

LP noted that the main difference for CPD will be a point based system, rather than time, although people will still need to update every three years. The aim is to give people choice and ownership, supporting our Educational Philosophy. We need to have proper engagement of coaches, inspiring them in a meaningful way. We want coaches to be invested in their own learning.

The group questioned whether our current coaches will need support with reflection and mentoring. There is guidance for reflective package in the Coach Award eLearning as well as the 'Developing your Coaching Craft' eLearning and we are developing a Mentoring package. There is also guidance around how you evidence the observations, etc., which is in the 'Developing your Coaching Craft' eLearning.

11. Awarding Body Update

11.1. Reporting Paper

LP shared a paper, showing the functions of the Awarding Body and how the AB Committee ensures we are compliant with our regulators. The group is made up of 4 members, which includes an external advisor, who works with various other bodies, and meet three times a year.

Our Educational Philosophy is about putting the paddler at the heart of their learning. Our regulators Ofqual's philosophy is about putting the learner first and whether we are doing it fairly and in a professional way. Therefore these philosophies complement each other.

It was explained that at the point of UKCC, you had to be externally regulated, so we became our own Awarding Body, which in hindsight is a really good decision. The learner can have confidence in knowing that they are getting a professional qualification, organised in a professional way, with the support that needs to go alongside that. It also means that we can move at a fast pace and make our own decisions.

We have spoken about being an inclusive body for a long time but the introduction of eLearning has opened up the barriers to learning and encourages people into learning. This has become an important part of making our qualifications accessible and value.

It is important that it is a paid member of staff who is based in the office that is the Responsible Officer, rather than a volunteer, because it means we can respond to things accordingly.

The legal status of the group was questioned, whether it is a legal entity or a committee and whether we are comfortable with that.

The separation is now very clear. The Awarding Body design and review the qualifications and the National Associations are the Delivery Centres. There is clear separation in the office, and the Delivery Centres are aware that they can elevate appeals. The responsibility of the AB lies with the Board, so if

there are problems, Ofqual would visit the Board. DJ will explore the reporting mechanism to the Board.

ACTION: DJ to explore the reporting mechanism from the AB Committee to the Board.

11.2. Verbal update

We are currently compliant and future compliant.

11.3. Statistics report

A paper showing combined Quarter 1 and Quarter 2 statistics, comparing between 2018 and 2019 for each National Association was shared. These are consistent across the National Associations and the figures are either comparable with the previous years or there is growth. Particularly, there is significant growth with the Paddlesport Instructor. As we collect more data, we are able to make more informed decisions.

11.4. Ofqual Consultation

Ofqual are currently going through a consultation. Ofqual have been made aware that there are problems with assessments. Awarding Bodies have not been diligent in their verification of assessment and want these checks to be elevated. We are confident that we have everything in place to make those checks and already have an elevated verification of assessment.

12. Any other business

None noted.

13. Date of next meeting

12th November 2019

4th March 2020

15th July 2020

18th November 2020