

**SOUTHERN REGIONAL DEVELOPMENT TEAM
AUTUMN MEETING
8th September 2020, 19:00
Remote Conference Call**

MINUTES**1 Welcome and Apologies**

Present: Gemma Clements, Roger Hiley, Michelle Hughs, Matt Crossland

Apologies: James Hinves, Kevin Denis

2 No matters arising from the previous minutes.**3 Introductions**

We welcomed Michelle to the team and do a re-introduction on everyone, who they are and backgrounds, and gave a quick overview on where to find our area of the website.

<https://www.britishcanoeing.org.uk/regions/south>

4 Updates from British Canoeing**4.2 Update from Chris Earle on the new Club Portal was shared with the group.**

"Hello All

I hope you are all well and seeing a return to paddling for the majority of clubs in your region.

We are currently developing a new on-line "Club Site" which we hope to launch sometime in September.

The site is designed to:

- provide affiliated clubs with a one-stop site for news, information and resources;*
- provide a communication platform (ZOOM) for BC, RDTs and clubs to engage with each other.*

This new site will only be accessible to affiliated clubs and will be password protected for those club representatives who are registered on the Azolve system (i.e. Chair, Secretary, Treasurer, Club Safety, etc). Clubs will be able to add a limited number of other users if they wish.

We are currently in the process of reviewing all the information for clubs on the existing BC website, revising it where necessary and transferring it over to the new club site. Eventually, any information for clubs on the BC website will be limited and encouraging non-affiliated clubs to join BC.

The recent CV-19 pandemic has had a significant impact for everyone and, in particular, the way in which we communicate with each other. Many more people, including our clubs, are familiar with using on-line communications to chat, to hold meetings and even AGMs. The new site will include an area for each RDT to communicate with the affiliated clubs in their region and, hopefully, a way for clubs to communicate with each other.

The outline pages for the site are, at the moment, as follows:

- Opening page - news/ forthcoming events/celebrate club activity
- Affiliation - renew/Resolve/insurance/waterways licence/club associates/GDPR
- New Quality Mark - Quality club/Champion Club
- Safeguarding
- Safety - Paddlesafe/Incident Reporting/Event Safety
- Events - events toolkit
- General Comms - RDT Forum/Discipline Forum/Club to club/for sale or wanted
- Club Coaching, Leadership
- Club Matters - access to Sport England club support

If you have any ideas for content that you think we should include please let me know.

Cheers

Chris"

4.3 Update from James Hives was shared with the group.

"Hi Gemma

Sorry will be unable to join you this week.

Upcoming things of Notice

We are beginning a new webinar series on the 14th to cover club basics such as the definition of Club Activity and club insurance plus every month we will ask a number of clubs to speak on a subject (e.g. club membership systems) more detail here <https://www.britishcanoeing.org.uk/guidance-resources/clubs-centres-providers/clubs/club-webinars>

The Club House – Online intranet for clubs should roll out in late September this will be accessible to named club officials only, and will aim to be a one stop shop, of all of our club information.

Club Consultation – you will remember that we carried out a club consultation back at around the time of the new year the region should be receiving a letter imminently pre

it going out to clubs. This letter will details the conclusions and outcomes from the consultation.

Covid Guidance – whilst the government guidance has not changed for a while we are starting to see events happening and clubs starting to think about their winter programs, if any clubs would like to discuss their options please ask.

Contacting Clubs – following the success of the calls during lockdown, we are now contacting clubs in the month preceding their reaffiliation and offering an update chat and discussion on the new projects and programmes and where we may be able to help

Accreditation Scheme – we are now in the pilot phase - OCKC have been involved, as discussed previously it exists in three stages, firstly is affiliation, secondly it's a Governance and Safeguarding self-check, where my support is to help answer the clubs questions and help find solutions for them, rather than say if their solutions are good enough, there will then be a third stage of specific activity, such as She paddles.

As ever please ask any questions,
James"

4.4 Updates in Coaching

Roger mentioned there had been little contact from Darryl regarding coaching or any coaching meetings. Wondered if it was possible that there was an incorrect or bouncing address. It was mentioned there was some things released earlier in the year about the leadership awards and that we believe there were workshops going on.

Actions:

- **Roger to contact Darryl and check that he has the correct contact information and/or request an update**

5 General Updates

It was raised that we hadn't heard that much about how local clubs are getting on. So we decided to go around the room to review our own local groups/clubs.

- Michelle – mentioned local groups were restricted as many venues are opting not to allow hire/use of pools and facilities
- Matt – is now back to school and sessions have now restarted there
- Roger – the facilities are still under lock, but they have been inventive starting to meet and run things from outside with some groups. Falcon are back open, however local Scout groups are struggling.

- Gemma – Alton and B3C are both back to outdoor sessions and BVCC have now also resumed sessions on the canal for members who have their own. Many local venues however are still shut and BVCC still cannot access any kit. They also can't resume winter sessions in the pool as the school isn't allowing private hire at least until Dev. The club are intending to run at least some day trips over the course of the winter but finding it difficult to be inventive on trips given the limitations with shuttles and most of the core winter paddlers being white water based.

6 Development Plan

Was largely mentioned that the development plan this year has been a challenge with Covid-19 and that with improved communications from British Canoeing and increase in Webinars as well as the lack of much local news means that its likely we shall need to completely re-visit our current plan regarding its relevance.

Actions:

- Gemma to add what she can for this year and add an extra column to cover an additional year as the plan will likely roll on for an extra year than that what was planned.
- Everyone to review the plan and feedback any thoughts on what they think should or should not be added to it.

6.2 Existing Actions

Roger has been in touch with the county through Oxfordshire Scouts, plans to arrange a meeting with them as there looks to be some issues with training gaps, so closing this action and opening another to review the outcomes of the meeting.

We reviewed the remaining action sheet, regarding the bank account closure and moved the action to October (as it had not been completed yet). We also moved the refund to Longridge (which was agreed at the Jun meeting but not captured in the minutes), the plan would be refund them after the bank consolidation such that no additional paperwork is required on the Barclays accounts.

The decision was made to only send newsletters if we have any local news which we currently do not and to stop running the interim meetings as we have fewer actions we can fulfill at this time.

Actions:

- Gemma to move/remove actions to reflect the above
- Gemma to update website information to remove the extra date

6.3 River Care Day

Whilst restrictions are continually changing it was decided to still go ahead with a plan with the intent to make the 17th April 2020 the day to aim to run the event. Actions for draft programmed moved to be completed by December.

Actions:

- Gemma to complete draft plan by Dec

6.4 Club Paddles

It was decided that under the latest constraints it should be possible for us to reopen communications with clubs who were out of the water. We decided to move the actions to December to try and make contact with our respective clubs and try and put a date in for a paddle for 2021 and subject to changes to advice we could review just sending 2 SRDT members to paddle with 4 club members in alignment to current advice.

Actions:

- Everyone to get back in touch with their contact clubs and try and get a date for the diary in for 2021 in principal subject to Covid-19 constraints and specific club operation procedures and latest government advice.

7 AGM

No one is sure how to run things this year given our previous two years we centralised this around a social event.

Actions:

- Gemma to make contact with other RTDs and see how they are running things.