

21st June 2017

SUMMARY OF KEY MATTERS DISCUSSED BY THE BOARD OF BRITISH CANOEING AT THE MEETING HELD ON SUNDAY 11TH JUNE 2017 AT BRITISH CANOEING, HOLME PIERREPONT, NOTTINGHAM.

In Attendance:

John Coyne CBE (JC)	Chair
David Belbin (DB)	Independent Director
Richard Boreham (RB)	Independent Director
Stephen Craig (SC)	Director nominated by CANI
Clare Dallaway (CD)	Director nominated by English Council
James Fry (JF)	Independent Director
David Joy (DJ)	CEO
Bronagh Kennedy (BK)	Independent Director
Steve Linksted (SL)	Director nominated by SCA
Dee Paterson (DP)	Director nominated by English Council
Greg Smale (GS)	Director nominated by English Council
David Wakeling (DW)	Director nominated by Canoe Wales

Also In Attendance:

Mandy Delaney (MD)	PA to Directorate
Susan Hicks (SH)	Finance Manager
Ivan Lawler (IL)	President
Vasi Naidoo (VN)	Head of Governance and Compliance
Lee Pooley (LP)	Head of Coaching and Qualifications (by Video Conference)
Paul Ratcliffe (PR)	Performance Director
Sam Rankin (SR)	Membership Manager

SUMMARY OF KEY MATTERS:

EQUALITY TRAINING

Louise Tideswell, a specialist Equality Consultant, engaged by Sport England / UK Sport to provide support and guidance to British Canoeing, attended the meeting and gave some training which was designed to enable the Board to more effectively challenge the organisation on its responsibilities around Equality, to bring clarity to what Equality should look like within British Canoeing, and to inform how it could be promoted and encouraged.

As it is a key target of the 2017 Annual Plan to have achieved the Advanced Equality Standard by the end of the year, an Equality Action Plan was presented to the Board for noting. The Board confirmed its commitment to foster equality and diversity throughout the organisation including within its leadership and decision making.

DIGITAL STRATEGY UPDATE

Consultants, Francine Higham and Dan Ayres, from 7 League, gave a presentation to the Board on their work to date to develop a Digital Strategy for the organisation. The work has involved extensive consultation and interviews with multiple stakeholders and members of staff, to identify audience and business needs. The work is being undertaken to help British Canoeing to raise its profile, better engage with members and new audiences, streamline and simplify business systems and to save costs and generate new income.

It is intended for this work to be completed by mid July and also to recruit a Data/Digital Manager in the next few months.

The Board noted the progress and the next steps and was advised that **RB**, Board member, would be involved in the next steps.

MEMBERSHIP REVIEW

Consultant Jake Jones from 2 Circles gave a presentation to the Board on work to date on the analysis of membership services and how to improve membership reach and income. The work to date had included wide consultation with the membership, testing new membership models, and with the main focus area being membership growth.

Some new membership categories were proposed – these would be further tested with the members over the next three months at regional workshops and via electronic consultation, and final proposals would be presented to the Board in September 2017. The Board noted progress made and approved the next steps in the process.

COACHING DEVELOPMENTS

LP joined the meeting and presented proposals for changes to the funding model within coaching qualifications and that British Canoeing becomes the awarding body for all qualifications in the UK, and the National Associations become Delivery Centres. This would require a fairer distribution of income between the National Associations with sufficient income to meet the UK costs of management and compliance and the future development of the qualifications. It was noted that this revised model would impact on the funding to the National Associations and course providers and that the income levels of the National Associations would be protected at the 2015/16 levels for the next 3 years to 2021.

The Board approved the recommendations.

WORLD CLASS PROGRAMME REPORT AND WELFARE REPORT

Progress had been made on work around athlete and staff welfare with the World Class and Talent Development Programmes. A final policy and action plan would be presented to the Board for approval in September 2017. It was also noted that a Performance Welfare Group (PWG) had been established and had met twice already. Terms of Reference for this group were presented in draft, and the final version would be presented to the Board at its next meeting.

PR was attending his first meeting in his new role as Performance Director and he gave the Directors an overview of the two Olympic Disciplines, Sprint and Slalom, and the Paralympic Programme. He also sought guidance from the Board as to the level of detail they required.

The Board approved the following Canoe Slalom International Panel:

- Andy Maddock Chair
- David Spencer BC Slalom Committee Representative
- Paul Ratcliffe Performance Director
- Mark Ratcliffe Head Coach Canoe Slalom

FINANCE

British Canoeing's financial position cumulatively to the end of April was a deficit of (£82,013) against a budgeted deficit of (£152,087). This deficit position will be reversed in second half of the year and is a normal pattern. The current position is an improvement on budget due to income from membership being ahead of budget and further good cost control.

RISK REGISTER

The Risk Register had been updated and reviewed by the Governance and Risk Committee at its meeting in May 2017. It was noted that new risks had been added in relation to welfare and international events; these, along with the other items would be managed on an on-going basis.

ANTI DOPING STRATEGY

The Board were presented in advance of the meeting, with 'Paddle Clean – Anti-Doping Education Strategy' and this was approved subject to some minor changes being applied.

NEW DIRECTOR

It was noted that **DW** had been nominated by Canoe Wales to become a Director of British Canoeing. The Board noted the nomination and formally accepted **DW** onto the Board.

DATE OF NEXT BOARD MEETING

Sunday 24th September 2017.

END