



## MINUTES

### In Attendance:

Ashley Metcalfe ( <b>AM</b> )	Chief Executive
Lee Pooley ( <b>LP</b> )	Director of Coaching and Qualifications
Ed Christian ( <b>EC</b> )	British Canoeing ECLN Representative
Doug Cooper ( <b>DC</b> )	Scottish Canoe Association (SCA) Representative
Robin Gregg ( <b>RG</b> )	Canoe Association of Northern Ireland (CANI) Representative
Jet Moore ( <b>JM</b> )	Canoe Wales (CW) Representative
Graham Lyon ( <b>GL</b> )	British Canoeing Awarding Body
Sid Sinfield ( <b>SS</b> )	Performance Coach Developer

### Also In Attendance:

Natasha Devonshire ( <b>ND</b> )	Coaching Development and Engagement Lead
Cassie Woodward ( <b>CW</b> )	Coaching Development and Engagement Amin

### **1. Chair's Welcome and Opening Remarks**

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

The Chair welcomed the group to the meeting. No new declarations of interest were declared.

### **3. Minutes of the Last Meeting (No51), July 2023**

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

The minutes of the above meetings were agreed as accurate recordings of the proceedings. No new matters arising.

### **5. Qualification and Awards Update**

LP is pleased to report that all the practical safety courses have been written and the majority of courses are now live with the Advanced White Water Safety course being available from 6<sup>th</sup> December 2023. There are a range of supportive safety resources available in the digital library. In 2024, there will also be a selection of videos available to further support paddlers.

Navigation/Weather/Surf and Swell/Tides courses are currently being designed and will be available throughout 2024 as eLearning.. The modules are aimed at the whole paddling community and will eventually replace the Coastal and Open Water Navigation and Tidal courses.

The group questioned whether the safety prerequisites for the Leadership courses will be reviewed to support the ethos of choice and remove any barriers. LP explained that this can be looked at once the modules are finalised and content is fully understood. It will also be 2/3 years since the Leadership Awards have been launched and LP highlighted that although there were initial concerns about direct access to the advanced environments BCAB are not seeing this in practice. Providers are working well with their candidates to ensure they are ready and have the appropriate experience and skill for the relevant environment.

The SESA (Swim Event Safety Award) has now been reviewed and rewritten with a working group that included members from British Triathlon, Swim England, RLSS, etc. The award now includes aquaparks, and aligned to this increased popularity. BCAB will share documentation with Delivery Centres in December, with the aim of courses being run from Spring 2024.

Following previous discussions of First Aid at CLSG, it was agreed to develop a business case to look at the viability of designing our own First Aid course offering, as the concept was deemed attractive. LP explained that after careful consideration and establishing the cost of such a project that it was not viable in terms of the amount of money British Canoeing would need to put forward and therefore, we are unable to explore the opportunity further. From April 2024, it was proposed BCAB will no longer certificate any First Aid courses but to look at developing resources of how people can support first aid from an aquatic perspective.

LP explained that the Coaching Diploma has now finished. It has been a really successful programme and LP thanked all those who have been involved in supporting this programme. LP will be providing a paper at the next CLSG meeting with a focus on a Research Fellowship for the group to consider.

The Chair noted thanks to those who have supported the Coaching Diploma.

It was suggested to add the Research to the paper circulated for Item 7.

**Action:** LP to add Research to the Proposed Plan paper.

## **6. Update from National Association Representatives**

**SCA:** The SCA had a successful and supportive audit from BCAB and it was highlighted that the SCA appreciated the supportive nature of the audit. There is continued good engagement of qualifications and awards and numbers are as expected.

There has been a big review of committees and this process is nearing completion. The current Coaching and Development Committee will cease to exist and be replaced by a Participation and Events Committee. There are lots of changes at Board level with a new Chair and 3 new board members, including DC.

DC shared there has been a lot of positive EDI work happening, such as the Scottish Women's Paddlesport Symposium, Fit for Girls programme, She Paddles ambassadors, etc. The SCA are working with the NHS on green / blue prescribing and there is a funding application to support young people and ethnically diverse people through qualifications.

The SCA have received a positive response about the new Safety Awards and Provider Orientations.

**Canoe Wales:** Canoe Wales shared that Andy Turton is settling in well to his role as Coaching Manager. Canoe Wales have done a range of Provider recruitment, including recruiting new National Trainers.

**British Canoeing:** EC shared that certification is broadly comparable with last year. There is a new trend for courses happening more last minute and at short notice. The New SUP Instructor has not had an impact on numbers of the Paddlesport Instructor and regarded as a new market.

The winter webinar season has started with over 100 people on the first call with positive feedback received. The member/non-member pricing is working well.

There has been an increase in new National Trainers, a range of standardisation and reviews and the implementation of a new Virtual Learning Environment.

**CANI:** CANI are working through their quality improvement plan. RG shared that there are a lot of Provider events happening over the next month following the recruitment of a range of new and diverse Providers.

CANI are still negotiating the SUP recognition with another draft of the proposal being written.

LP acknowledged the phenomenal amount of work that the Delivery Centres have completed over the past 12/18 months. It is possibly the biggest recruitment process that has been done, with a range of new National Trainers and younger providers coming through. The application and recruitment processes are the same as a HR process and has to be approached in a considered and robust way, which takes a lot of time, alongside existing work.

## **7. Proposed plan**

Paper and discussion

LP highlighted the paper is an overview of the discussions from the face-to-face meeting in July. LP started the discussion, questioning whether this is an appropriate and considered plan, whether there is too much in the paper or whether we should stagger the timescales identified.

The group considered whether the timelines were reasonable as there is a very different workforce required to bring this plan to life. Previous plans have been about qualification development, which is supported through the Technical Groups. There will be a different group of people who need to bring this plan to fruition.

It was suggested to add clarity to that this is a UK Coaching and Leadership Plan

The group highlighted that this does effectively capture what seems to come up in various meetings regularly, captured all in one place. From a strategic point of view, with the high level of content, this is a considered and powerful plan.

It was suggested that in terms of accessibility, dyslexia could be too narrow. We should extend to support those who are neurodiverse.

There was a conversation in the July meeting about how to evolve the technical side of coaches going through the qualifications. The 'how to coach' is established, and we need to support the 'what' to coach, to include TTPP, to ensure the 'technicality' of coaching is emphasised in the plan. This was further narrowed to Technical and Tactical.

The group suggested that with supportive resources, such as videos, we have the opportunity to create something that is relevant to 'participation' and to 'coaching', with the aim of supporting padders.

It was questioned that the Standards for Deployment is one bullet point as this is a huge piece of work and whether this should have its own section and whether the timescales are appropriate.

LP explained that all National Associations have been involved with the Standards for Deployment, aligned with the Workforce Governance Project, and by the end of this year, we are hoping that the policy will be almost finalised. Therefore, a proposal to the BC Board that in 2024, there will be a focus around Safeguarding and in 2025/26, we will work with clubs and committees to support them around qualifications and considering what is reasonable. Discussions are continuing to take place over the next two weeks with National Associations engaging with communities to gain feedback and we will therefore have a clearer indication on the next steps and realistic timescales.

**Action:** LP to consider the above comments and redraft the plan.

## **8. Awarding Body Update**

LP shared that each year, BCAB need to complete a Statement of Compliance which is signed by the Chair of British Canoeing. This year, the 3 elements that need to be reported on and evidenced include (1) financial stability, (2) malpractice and maladministration and (3) Artificial Intelligence

LP and the BCAB EQA have completed audits with the SCA, CANI and Paddles Up Training. The Canoe Wales audit is on the 8<sup>th</sup> November 2023.

All the regulated qualifications are now translated to the Welsh language and are on the BCAB website. LP shared his thanks to SS and his daughter for supporting with the translations.

LP shared that work is continuing with CIMSPA and they are keen to work closely with BCAB. CIMSPA are mapping CPD points against our qualifications and training offer.

LP shared positive news that the BCAB Coaching Podcast has been shortlisted for a UK Coaching Award. This is currently shared with 18k listeners and there are over 85 podcasts.

## **9. Any Other Business**

None noted.

## **10. Dates of next meeting**

19<sup>th</sup> March 2024 (Online 10.30 – 12.30)

2<sup>nd</sup> July 2024 (Birmingham – all day)

5<sup>th</sup> November 2024 (Online 10.30 – 12.30)