



MINUTES

In Attendance:

Ashley Metcalfe (**AM**)

Lee Pooley (**LP**)

Ed Christian (**EC**)

Doug Cooper (**DC**)

Graham Lyon (**GL**)

Robin Gregg (**RG**)

Sid Sinfield (**SS**)

Jet Moore (**JM**)

Chief Executive

Director of Coaching and Qualifications

British Canoeing ECLN Representative (BC)

Scottish Canoe Association (SCA) Representative

British Canoeing Awarding Body

Canoe Association of Northern Ireland (CANI)
Representative

Performance Coach Developer

Canoe Wales (CW) Representative

Also In Attendance:

Natasha Devonshire (**ND**)

Cassie Woodward (**CW**)

Darryl Shaw (**DS**)

Coaching Development and Engagement Lead

Coaching Development and Engagement Admin

Head of Coaching and Partnerships

1. Chair's Welcome and Opening Remarks

2. Declarations of Interest

The Chair welcomed the group to the meeting, highlighting that this is the 50th meeting. The Chair thanked the group for their contributions, noting that it is hugely appreciated and this group plays a vital role in helping us all move forwards.

No new declarations of interest were raised.

3. Minutes of the Last Meeting (No49), November 2022

The minutes of the above meeting (No 49) were agreed as accurate recordings of the proceedings.

4. Matters Arising (Not covered by the agenda)

Performance Coach review – covered in AOB

Use of alternative craft awards, communications and clarity – covered in AOB

5. Qualification and Awards Update

Update provided by LP:

Reminder of the focus of the 4-year strategy was to increase opportunity and ensure wider accessibility to both qualifications and education. And that the 2021 safety review, indicated a need to review safety awards and education.

Significant work and progress made at the point-of-sale messaging with a range of retailers including, Decathlon, Tesco, Wilton and Bradley, will be using our safety messaging and QR codes to the Go Paddling website safety pages.

There has been an increase in the amount of engagement in incident reporting and notable events, allowing us to better understand trends and provides insight to ensure we action appropriately to support the paddling community.

Qualifications and awards: Sea Kayak Safety and Rescue course designed over winter period and is now launched with Delivery Centres preparing for applications and orientations. Inland Open Water Safety and Rescue course has now been passed to the Coaching Administration Group to discuss roll out and appropriate timelines.

The Surf Kayak Safety and Rescue course is now in its final stages with the content moving from an advanced to moderate water environment providing more opportunities for paddlers to access the course. White water awards have been reviewed and now the content is in development to include various crafts, including the addition of a one-day introduction white water safety course aimed at new/novice club paddlers.

The Slalom Award has had a review to understand what the blockers are in becoming a Slalom Coach, it was apparent that the environment was a key to address and that they will be two pathways available (Sheltered Water and White Water) providing context in the environments that slalom coaches use within a club setting.

6. Update from National Association Representatives

SCA:

Busy throughout the winter providing online training that has been well received by all those attending as well as planning for the Spring/Summer including a women's symposium and LGBTQ + event, as well as a stable 2022 for qualifications and awards.

SCA have recently appointed a new female president as well as achieving the advance equality standard, one of a few Scottish organisations to achieve such standard.

Moderations/orientations are being planned for the new suite of awards alongside appointing new national trainers.

LP – asked about the SCA webinars, and if they are open across all National associations of which it was believed that these can be accessed by anyone.

CANI:

Consultations through surveys have been a focus recently, with emphasis on recreation

Recruiting new staff, provider updates and orientations planned as well as working through the audits from the recent Awarding Body report.

CW:

Currently in recruitment for a full time, permanent position for a Coaching Manager, as well as recruitment of new providers with over 40 applications

Concern was raised with the amount of standardisation with the same providers heavily standardised, of which 40% of providers are delivering at coach level.

LP: Offered to support Canoe Wales further in the creation of a sampling plan to ensure both robustness and fairness.

Club development has benefited from grants to get coaches up skilled, as well as a strong she paddles scheme. Slalom is strong in Wales although concern of a shortage of coaches and volunteers.

SUP review – an independent company is reviewing whether or not Canoe Wales will be the NGB for SUP in Wales

ECLN:

BC England were recognised as a NGB for SUP alongside Surf England as well as at present in the recruitment phase for a full-time role for a SUP Lead.

A series of CPD events and webinars have taken place covering different environments, qualifications and updates. PUT has seen growth in numbers of learners on most qualifications and awards, including a healthy growth in Paddlesport Instructors and over 1000 paddle safer certificates, although recently the weather has caused difficulty in running assessments.

LP – Emphasised the great work from Delivery Centres for provider recruitment, such significant numbers (exceeding 200) on an annual basis that have to follow the same principals of any organisation.

LP – Reference was made to the annual report and review and as an action need to be made available to this group.

Action 1: Provide link to the annual report and focus of strategy to members of CSLG

<https://www.britishcanoeing.org.uk/uploads/documents/British-Canoeing-Annual-Report-for-2022.pdf>

7. First Aid Review

Report and discussion

LP: Introduced this agenda item and set the scene on the progress made with the review of the British Canoeing Lifeguard awards that the Awarding Body took responsibility for last year.

DS Provided an overview of the paper with the methodology and consultations that took place during the 12-month review period. It was emphasised the need to BCAB to remove an existing first aid programme as well as a significant piece of work to ensure the quality of another programme.

The group was fully supportive of the direction and the need for first aid to work on a CPD principal approach creating further agility to the consumer.

LP & DS spoke on the need for investment either in maintaining the existing programmes or developing a new system available to a much wider market.

Action 2: Discuss with BCAB Committee from a regulatory perspective and any issues that would be needed to address.

Action 3: Produce a business case with supporting financial information to be discussed further with the option of a phased in approach.

8. International Webinars

LP: reminded the group of the project commissioned by CSG to understand impact of Brexit. The report showed there was no significant impact, but there was a need to keep an eye of any developments and continue to support paddling community through the International Technical Group and deliver a series of webinars for those wanting to paddle overseas.

<https://www.britishcanoeingawarding.org.uk/digital-library/>

Action 4: Establish a Frequently asked questions document and consider a wider reach if themes occur

9. Awarding Body Update

BCAB has been working with Department of Education to explore getting the coach award recognised with technical certificates, allowing 24 pathways, if approved there would be opportunities for funding for the qualification.

LP attended a European Paddle Pass (EPP) meeting and had the Personal Performance Awards approved and aligned to the EPP framework -This specific work could support paddlers in hiring equipment in European countries and accessing waterways.

A discussion with the whole group based around cancelations of courses if the conditions were not appropriate for the assessment and that it was agreed that Delivery Centres should consider postponing and not cancelled.

Action 5: BCAB to explore trends of cancelations/postponement of courses during the 2023 audits

10. Any Other Business

LP thanked ND for all her hard work and commitment with the whole group wishing her well as she goes on maternity leave. CW will be covering and taking CLSG minutes in the future.

SCA – there was concern raised that the performance coach would not be reviewed for another year due to the sample size and numbers going through the qualification. Although the principal of waiting was agreed it was felt that Delivery Centres could explore how they can support candidates better as well as raising the profile of the qualification.

Action 6: Delivery Centres, to explore and consider methods of supporting both candidates and providers involved with the Performance Coach qualification. Delivery Centres to report back at the next meeting with a plan and timelines to address the issues.

Action 7: BCAB to continue to raise the profile of the Performance Coach qualification

SCA – raised concern of finding guidance for those qualified in one craft to be able to operate from. An alternative craft, as an example the Paddlesport Instructor. It is not widely available and difficult to find.

Action 8: BCAB to explore better messaging for those seeking to operate in different craft as well as those deploying and providing technical advice.

11. Dates of next meeting

4th July 2023 - Virtual, 10.30am – 12.30pm

7th November 2023 - Virtual, 10.30am – 12.30pm

Chair reminded the group of the dates for next meeting, and keen to try and get a face-to-face meeting to discuss strategic plans moving forward. The whole group agreed and that a suitable location and logistics would be considered for the meeting in July.