



British Canoe Slalom Committee

“Putting Paddlers First and Valuing Volunteers”

Committee Meeting Minutes

Lee Valley Olympic Park

Saturday 8 January 2011



“Canoeing and Kayaking are “Assumed risk” – “contact sports” may carry attendant risks. Participants should be aware of and accept these risks, and be responsible for their own action and involvement”.

1 Present

Anne Hounslow [1/1] Chair	Peter Curry [1/1] Strategic Planning	Scotland [1/1] Chris Baillie
Colin Woodgate [1/1] Secretary	Ken Trollope [1/1] Event Management	Wales [1/1] Emma Aldridge
Jenny Walker [1/1] Vice Chair	Steve Bright [1/1] Timing	England [1/1] Charles Gillespie
	Andy Grudzinski [1/1] Marketing/Publicity	GB Canoeing [1/1] Andy Maddock
	Peter Atkinson [1/1] Volunteers	Martyn Setchell [1/1] Paddler Rep

Also Present:

Jim Croft Slalom Administrator Sue Bright

Apologies received from:

Andy Koszary [0/1] Treasurer Jacky Wetzig [0/1] Competition Andy Goodsell [0/1] (BCU)

1 Minutes of Previous Meeting/Matters Arising (not covered elsewhere)

Thanks were expressed to Tim Baillie for the work he put in as SCA rep

Thanks were also expressed to Simon Ricketts, of Lee Valley, for the tour of the facilities and to GB Canoeing for paying for the room.

1.1 Previous Minutes

Correction to previous minutes:

Jim Croft Slalom administrator was also present

Section 5 paragraph 2 should read:

A letter of thanks will be sent to all retiring committee **members**..... **Action CDW**
Subject to the above the minutes were accepted as a true record.

1.2 Lee Valley Events

There were no details received for the proposed Lee Valley events in time for inclusion in the yearbook, despite much chasing, so these have been omitted.

Subject to agreement on the finances, a division 2/3 event on the intermediate channel may be added to the calendar. This would be a slalom committee event with assistance from the local clubs.

Sponsorship is being sought to assist in reducing the costs of the event, but there are LOCOG restrictions to consider.

For future years, a 'festival of slalom' may be possible with a Premier/division 1 event on the Olympic course, a div 2/3 on the Intermediate channel, and even a div 4 on the lake.

When there is rafting being run, there will be few, if any gates over the course. Eventually there will be 'pay and play' sessions for slalom paddling. The terms of this are still to be confirmed.

2 Chairman's report

2.1 International Panel membership

An additional volunteer will be attending these meetings, as minute taker. Initially this will be Martyn Setchell.

2.2 BCU Supporter membership

This is a subject for the next English Council meeting

2.3 Participant development model

This is an outcome of the strategic coaching review. The BCU has led further discussions with AH and it is understood that consultation will also take place within the Home Nations.

2.4 Canoe England Management Meeting

There will be a 15% cut in Canoe England funding, the effects of this on the Competition grant to the committee are uncertain as yet.

3 Secretary report

3.1 Trophy Location

JC has written to all people who still have 2009 trophies, only two replies have been received. This will need escalation to resolve.**Action JC**

3.2 Trophies not in use

Proposals will be presented to the committee for re using trophies not being presented. ...**Action CDW**

3.3 Serpents Tail

This is being progressed.

3.4 Jury Chair Guide

A discussion on the usefulness of this document took place. To facilitate decision making, the current draft will be circulated.**Action CDW**

3.5 Role description publishing

The role descriptions were emailed to members of the committee.

The roles will need depersonalising and a review of the overlaps and missing roles will be required. This will include identification of roles that are missing and overlaps. Comments to be supplied to AEG for consolidation **Action All 10/3**

3.6 2011 ACM location

It was agreed that the 2011 ACM should be held in Nottingham; however in the light of the increasing costs at HPP, other locations will be considered.**Action AH**

The possibility of using teleconferencing facilities for some forms of meeting will be considered as part of the strategic development.

3.7 Committee Regulations

For the 2011 season, the Regulations will be reviewed, in order to bring proposals to the ACM to correct inaccuracies, reduce uncertainty and remove inconsistencies. Comments to be supplied to CDW for consolidation **Action All 10/3**

4 Finance

4.1 2011 Budgets

2011 budgets will be sent out in the next 10 days**Action AK**

5 Yearbook

5.1 Club Registration

Only two clubs have not re-registered their interest, additional clubs registrations have been Scotland and Wales. Only clubs that have directly registered with the committee will be included in the year book as the BCU affiliation has changed, and clubs interest in slalom can no longer be ascertained in this way.

5.2 2011 Yearbook distribution

The yearbook is in the proof reading stage, hoping for distribution later in January. A session will be arranged with a defined number of volunteers needed to prepare the posting.

5.3 Yearbook costs

Advertisements and sponsorship will cover the costs of producing the yearbook this year. Advertisement and sponsorship for the 2012 yearbook will be sought earlier, with the aim of covering distribution costs as well.

5.4 Future of the yearbook

As well as a printed copy, consideration will be given to making the yearbook available as an electronic copy.

Consideration will be given to sending entry cards with bibs, allowing yearbook distribution costs to be kept down through sending less cards, bib officers will be consulted as to the practicality of this approach.....**Action JC**

6 Co-ordinators' Reports

6.1 Event management

6.1.1 Lee Valley Invitation event

Entries

There is some confusion as who is able to enter this event. A list of those eligible to enter will be published on the website, with a contact number to resolve any issues/questions **Action AM/KT**

There will be no reserved places for any paddler, whether funded wild card or other status Ranking Bibs will be used for the competition.

There will be no judging runs at the event. Gate and section judging will be carried out by section judges.

Entry fees will be £20. Additional training slots will be available on the Saturday at £15 per hour, subject to sufficient demand. This training time must be booked and paid for at least two weeks prior to the event..... **Action AM**

6.1.2 U23/Junior Selection @ HPP

The event is being run by HPP Canoe club. Gate and section judging will be carried out by section judges.

The additional costs relating to judging and timing of this non-ranking event will be reviewed. The addition of more, non-ranking, selection events bring additional costs to the slalom committee with no increase in income..... **Action AM**

6.1.3 Selection @ Lee Valley

Gate and section judging will be carried out by section judges.

AH will bring a set of bibs that do not breach the LOCOG advertising rules.**Action AH**

AM has been in discussions with Lee Valley regarding the event, considerations include the possible sale of tickets for the event. Organisers and paddlers will be supplied with tickets, but the ticket income could bring in additional funds to enhance the experience, such as TV screens, result boards and other facilities.

6.1.4 Tees World Ranking Event

AM will visit towards the end of February to ascertain the redevelopment progress, and how this has been affected by the recent bad weather.

Invitations will be issued to some of the top division 1 paddlers to run as forerunners.

6.2 Strategy/Planning

PC reported the feedback on strategy consultations. There have been a number of people providing feedback where the individual, although identified in the submission has requested anonymity in any further transmission.

A discussion draft will be put together and circulated to the committee and to those who volunteered to assist in production of a strategy..... **Action PC**

6.3 Technical Support

The committee approved the funds to create appropriate brackets for the timing beams at start/finish at Lee Valley and Cardiff.

A padded TUTTI bag was lost at the Abbey Rapid event last year. It was unanimously confirmed that Tees Tigers are responsible for the replacement.

6.4 Competition

No report

6.5 Marketing & Publicity

6.5.1 Promotional Pack for new entrants (AEG)

AEG and PR are progressing this matter **Action AEG**

6.5.2 Website consistency (AEG)

This is in hand, with consideration being given to face book access..... **Action AEG**

6.5.3 Magazines

Contacts with various canoeing magazines have been developed. Continued coverage in Canoe Focus is a priority, balancing reporting of events and publicity of up and coming events.

6.5.4 Database of Photos and videos

A central library of photos will be developed, with a competition to gather additional photos being considered. One use of these images may be to produce a Canoe Slalom Calendar.

6.6 Volunteers

6.6.1 Safeguarding & Protecting Vulnerable Adults & Child Protection

Clubs should be covered through their home nation. An approach and guidance is to be developed for those running and administering slalom. So this includes ranking officers, organisers, and event officials. A child protection representative from the BCU (or Home Nation) will be invited to the next meeting..... **Action AH**

6.7 Athlete Representation

6.7.1 Slalom Organisers Guide

The review is almost complete; this will be amended to send out with this year's organiser's pack. **Action MS**

6.7.2 Junior/Veterans Championship

There has not been a firm requirement for these championships. A further, final consultation will be undertaken via web and chat lines **Action MS**

6.7.3 Catch up/Future

Catching up on the work of the previous representatives has taken some time.

A review of the good things about slalom, that are being done well, as input to the strategy review, will also take place.

7 Home Nations

7.1 England

The next meeting will take place shortly. Among the issues to be considered are non-funded athletes, development of CESC.

7.2 Wales

Canoe Wales are considering with Slalom two ten minute rafting slots within the March and April Bala races. Looking at all the issues to ensure that this project is successful for both Canoe Wales and Slalom

7.3 Scotland

The weather and travel has made training for everyone difficult. The new Aberfeldy swimming pool is now opened and hosted the 2010 SCA pool slalom.

There has been a request to alter the Grandtully Pan Celtic race from the Sunday to the Saturday. This cannot be changed as the calendar was agreed at the ACM.

For future years consideration will be given to running the Pan Celtic alongside a Premier race, and other ways of developing the series. Consideration will also be given to whether the series should be 'rested' during the Olympic year.

7.4 G.B. Canoeing

7.4.1 Lee Valley Water Access

In follow up to the request to the non-programme wild card holders for selection, replies have been from all but three paddlers. It is believed that all requests can be accommodated. A summary sheet of the athletes' requests was circulated and the athletes concerned will be informed with next week.

These athletes will still have the opportunity to add further slots or change their slot requests if they wish.

7.4.2 Lee Valley Access

On 4th January GB Canoeing secured short term access to the Lee Valley Whitewater Course – they are still negotiating a small liability clause that will then allow the long term agreement to be finalised and signed. GB Canoeing will be moving into its new office next to the Cheshunt YHA on 1st February 2011.

GB Canoeing will be moving out of the Elms at the National Watersports Centre from 1 February 2011 – with all Nottingham GB Canoeing operations based within John Dudderidge House from this time (the admin and finance function of GB Canoeing will relocate to JD House to the space vacated by the podium staff).

7.4.3 Coaching conference

GB Canoeing are proposing to run a coaching conference on 25/26th March. The conference will be coordinated by Russ Smith and open to all Home Nations.

8 Correspondence

8.1 K Goddard email

In the last five years, the allocation of paddlers to squads and teams has been transferred to the international panel, from the slalom committee. The slalom committee views are reflected on the international panel by the chair, the committee has no further authority.

The committee reviewed all the feedback given to the International Panel regarding selection before the procedure was finalised, there was little comment on the selection location.

Since the consultation exercise, it is believed that all unfunded athlete requests for water can be accommodated; this will be confirmed with the paddlers next week.

The money collected from tier 5 paddlers will cover water costs only if the slot is full, any funding shortfall will be covered by GB Canoeing. Now that the figures have been finalised, there will never be circumstances where a profit will be made. In allocating water time Tier 5 paddlers have been given priority over the Tier 3 and 4 paddlers.

Any further escalation should be made to the BCU board.

8.2 University event

AH and CDW will provide the jury for the BUCS slalom in February. A request has been put on the website requesting judging assistance.

AEG is considering what publicity is appropriate, what material is available and what can be staffed at the event.

9 A.O.B.

9.1 LOCOG volunteers

AH had a meeting with LOCOG regarding Olympic volunteers, the roles and processes are being finalised.

9.2 Expense claims

It is important that any expense claims are submitted with VAT receipts. Any incomplete forms will be returned for receipts. Special events will be identified and notified to all.

The committee agreed to reduce the committee mileage rate to that paid to volunteers. SB and JWe will consider any recommendations regarding changes to the minimum payment and the mileage this will cover.

9.3 HPP Booking

Booking forms have been sent to the event organisers.

9.4 Data Protection

Recent events have highlighted a need for the data protection procedures within the slalom committee to be reviewed. The BCU procedures will be reviewed for applicability **Action CDW**

9.5 Selection Registration

The registration form will be available on line.

9.6 Risk Assessments

PC will send out a pro forma risk assessment, then clubs will be reminded that they can submit risk assessments for comments, and that they must have one approved for the 2012 event application.

..... **Action PC**

10 Meeting Dates for 2010/2011

All 10 am at Bingham unless otherwise noted

26th March, 8 May, 24 July, 25 September, 6th November and Annual Consultative Meeting on 26th November.

Meeting closed at 15:50