



# **British Canoe Union Slalom Committee**

**“Putting Paddlers First and Valuing Volunteers”**

## **Committee Meeting Minutes**

**BCU HEADQUARTERS, BINGHAM**

**Saturday 13th March 2010**



“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 [3/3]	Chair	Jim Croft [3/3]	Event Management	Fiona Penny	Scotland
Ken Trollope [3/3]	Secretary	Colin Woodgate [3/3]	Strategic Planning	Emma Aldridge [3/3]	Wales
Andy Koszary [1/3]	Treasurer	Steve Bright [1/3]	Timing	Mark Shaw [1/3]	England
Jenny Walker [3/3]	Vice Chair	Andy Grudzinski [3/3]	Volunteers	Andy Maddock [3/3]	GB Canoeing
		Jacky Wetzig [2/3]	Competition		

### 1.1 Apologies received from:

Paul Ramsdale [1/3] Marketing/Publicity     Gareth Wilson [0/3] Paddler rep     Andy Goodsell [0/3](BCU)  
Tim Baillie [1/3] (Fiona Pennie represented SCA)

### 1.2 Declarations of Interest

Remaining declarations of interest were supplied; a consolidated list will be circulated within the committee. Andy M noted that the BCU are in the process of revising the process.

## 2 Minutes of Previous Meeting/ Matters arising (not covered elsewhere)

The minutes of the meeting of the 17<sup>th</sup> January 2010 were accepted as a true record.

### 2.1 Canoe England Council proposals (Jan 10)

Canoe Wales have written to Brian Chapman expressing concern over the proposals and concern this may break the federal agreement which would certainly damage the sport of Slalom. Brian Chapman has replied that main change is where the British responsibilities for selection and management of International Teams competing as the UK at ICF International events this is now clearly set out as the remit of the International Panel. He acknowledged that the current slalom committee will remain British to deal with domestic matters where coordination is required across England, Scotland and Wales.

The SCA also reported that they are not in favour of the committee becoming English and cannot see how it would work in practice.

## 3 Finance

AK had previously circulated the accounts for the period to January 2010, and the first draft of a 2009/10 budget, for consideration. The accounts include the losses associated with previous Llangollen events (this is the normal convention).

The exchequer grant has been confirmed at the same level as 2009. This is paid by Canoe England, and should be allocated to a number of specific headings. AK has received a letter from BCU, confirming the allocation requiring allocation of the funds to particular categories. An email consultation will be undertaken with the aim of confirming the allocation before the end of April. .... **Action AK**

## 4 Correspondence

### 4.1.1 Request for pre selection

A request had been received from Lizzie Neave requesting pre selection for 2010. This was referred to the international committee and subsequently approved.

### 4.1.2 Olympic Presentation

A request for volunteers to assist in presenting the Olympic slalom has been received. The request will be published on the web for interested parties to apply. .... **Action AH**

### 4.1.3 Stafford and Stone/Paul McConkey Memorial

A letter has been received from Stafford & Stone relating to the organisation and running of the Paul McConkey Memorial slalom. Further discussions and clarifications have taken place since the receipt. The format of the event causing particular issues, both for timing and judging teams. A meeting will be organised with Stafford and Stone, and the timing and judging co-ordinators to be chaired by KT. The aim of the meeting is to identify the aims of the event and it is to run in 2010, so that the particular issues can be addressed. This needs to be resolved rapidly, so that if Stafford & Stone cannot appoint an organiser, another club can be found to run the event. KT will write to all concerned requesting possible dates ..... **Action KT**

## **4.2 HPP 2011 events**

JC has had a letter requesting draft bookings for 2011. It was agreed that provisional bookings be made for the corresponding weekends to the 2010 events. .... **Action JC**

## **4.3 Lost TUTTI equipment**

Yorkshire and Humberside lost some of the TUTTI kit at a Washburn event. They have not been able to resolve the missing kit, and have not responded to requests to reimburse the costs of replacing the equipment. A letter will be sent to the Yorkshire and Humberside committee escalating the matter..... **Action JC**

## **4.4 Canoe Slalom Website.**

Nick Penfold requested some financial support for the Canoe slalom web site, asking for assistance in the out of pocket costs, and towards the cost of administration. A grant will be made towards the out of pocket costs incurred in hosting the committee pages.

# **5 Co-ordinators' Reports**

## **5.1 Technical Support**

### **5.1.1 Premier/Division 1 timing costs**

The SCA proposed that they should pay the full timing charge per paddler but get a refund to SCA funds as they use, maintain and develop their own timing and telecoms equipment. This would also allow an increase in funding for the organisers which would be welcomed. It was agreed that a rebate of £25 was appropriate for home nations providing their own equipment once admin fees have been paid.

A review of the cost to the committee of running Premier and division one events will be part of the review of slalom costs, based on the budget returns from events, and may form part of a motion to the ACM regarding the managed calendar.

### **5.1.2 Serpents Tail Slalom**

Correspondence has been received from Llangollen Anglers requesting further information from the organisers. This has been sent on to those concerned. JW expressed concern relating to access to river banks as many Section Judges have problems with uneven ground. It was agreed that a full risk assessment must be carried out with regard to access to the river banks on both sides of the Serpent's Tail. MCC will be asked to produce a plan for the event preparation, including an assessment of the risks. .... **Action CDW**

### **5.1.3 Mobile display boards**

The extra digits have been purchased; a software upgrade is awaited to display finish position for a reasonable period after the competitor finishes.

### **5.1.4 Special Selection Races**

GB Canoeing has requested a particular running order for special selection races to facilitate doubling up of events. The requested order being that K1M, C1W, C1M will take both runs in the morning, with a late lunch, the afternoon events will be C2 and K1W. The organisers of other selection races will be requested to consider this format.....**Action FP/EA**

## **5.2 Event Management (report tabled)**

### **5.2.1 Bibs**

All replacement bibs were ordered on time and the Bib Officers have received them, the biggest order was for Division 3 Men as there has been a marked increase in that division.

Lycra Bibs: 6 paddlers failed to return their bibs on time and were sent invoices 3, despite reminders, have not paid, these will not be allowed to compete this year until the money is received.

### **5.2.2 Organisers Pack**

These were all posted to Organisers by the 9th February complete with a CD containing the electronic versions of the paperwork needed to run the event. This year the CD included electronic versions of the levy form in which all the calculations would be done automatically (thanks to Ken Trollope for his input).

Since the packs went out there is still confusion over the boundaries for the junior age categories. A poster was produced and sent to all division 4 & 3 organisers; by the response received it was a well worth while exercise.

### **5.2.3 Budget Sheets**

It was confirmed that the completion of the budget form is mandatory it forms part of the summary sheet.

### **5.2.4 Yearbook**

The packing of the Yearbook went extremely well, last year we had 30 Yearbooks returned undelivered for various reasons this year only 7 yearbooks to date returned 4 Addressee gone away, 3 Addressee unknown.

### **5.2.5 Short Course Div 4 Slaloms**

Since the publication of the Yearbook we have received an application from Tyne Valley Canoe Club to host an event in July and an interest from Carlisle Canoe Club to run an event in September.

## **5.3 Strategy/Planning (report tabled)**

### **5.3.1 Veterans Consultation (Jan 10)**

CDW reported that having issued the consultation document he has been made aware of the work already carried out by Dave Radmore (div 2 Veterans) and Mike Carter (Prem/1 veterans), and wished to express his thanks to them. He has also had individual feedback from a number of competitors in the same divisions, but still needs to try to talk to some division 3 veterans to get their views.

Once this is available revised proposals for the 2010 ACM will be developed and presented to the committee.

### **5.3.2 Budget Summary Sheet (Jan 10)**

The budget summary sheet was completed and will be included in the organiser's packs. No returns have been received as yet.

### **5.3.3 Jury for the BUCS Inter Universities Slalom Competition (Jan 10)**

An 'entertaining' although cold weekend was spent providing part of the jury for this event. This was a large event, with widely varying skill levels, from those vying for selection to those who managed Gate 1 before capsizing, and some amazing scores (854 from 19 gates). If we can get more marketing information together, we should support this again next year.

### **5.3.4 Division Status of Events**

The intention is to start working on this for the next meeting. In order to review sensibly, we need to decide just what we want from the divisional system. Initial consultations on this have started, on the riverbank to start with, but later through a wider consultation.

### **5.3.5 Email Addresses**

KT will circulate a complete list of email addresses for the committee ..... **Action KT**

## **5.4 Competition (Report Tabled)**

All qualified Section Judges have been contacted for their availability, this is being reviewed to make sure that there is cover for all the events being run in 2010. Nominated International Judges are looking forward to their allocated events during the summer and JW is liaising with Andy Maddock and Julie Betcher with regard to travel and accommodation.

The first Division 1 and Premier race of the 2010 season was well organised and the weather was kind during the weekend. Thanks to Richard Lee, Emma Aldridge and the Welsh team of helpers for an excellently run event.

For Selection events the following have been asked and agreed to cover Jury Chair and Juries at the relevant races:

- Martyn Setchell
- Jim McConnachie
- Colin Woodgate
- Les Pettit

These have covered the last two years selection events and have the confidence and respect of the paddlers.

## **5.5 Marketing & Publicity (report tabled)**

### **5.5.1 Canoe Focus**

The next issue will have a report and an accompanying interview written PR about the BUCS slalom held at HPP. Better relations have now been established with Coral Jackson, and a plan of what will be going into each CF issue up until August has been drawn up, although this is not set in stone.

### 5.5.2 *BUCS Slalom*

PR spent the weekend dishing out marketing material to groups of students and having a good chat with them.

A lot of students wanted to learn how to complete the slalom course, as a lot were struggling. Ideas thrown around were to organise a coaching 'weekend' perhaps a week or two before BUCS this could perhaps tie in with Home Nations coaching needs (i.e. qualifications/experience). A well publicised event will increase interest/participation in the long term, as well as supplying an outlet for coaches to gain experience from differing abilities of paddlers.

### 5.5.3 *Promotional pack for new entrants (Jan 10)*

Under construction still, should have a better report for the next meeting. .... **Action PR**

## 5.6 *Volunteers (report tabled)*

### 5.6.1 *Role Description*

At the previous committee meeting, it was suggested that a role description be drafted for this new position on the committee. The following were accepted as principal responsibilities:

- Act as general contact for volunteers with the slalom committee.
- Represent the views of volunteers on the slalom committee.
- Recruit volunteers from within the discipline of canoe slalom and beyond.
- Work with the slalom committee and individual co-ordinators to recruit, train, support and retain volunteers.
- Ensure volunteers are trained and supported appropriately including vetted through the Criminal Records Bureau if working with children and vulnerable adults.
- Liaise with the BCU, the home nations and other voluntary organisations to provide access to coach, official, and volunteer opportunities.
- Encourage and promote all volunteering roles and opportunities within the discipline.
- Ensure volunteers are rewarded and appreciated with acknowledgements and awards.

### 5.6.2 *Strategy for Volunteers*

AGr reported that he had started to draw up a "Strategy for Volunteers" for discussion around the above role description, and to act as a focus for the way forward.

### 5.6.3 *Awards*

AGr proposed the development of a set of volunteer awards with categories such as 'Club Volunteer', 'Official Volunteer', 'Coach Volunteer' and 'Non-paddling Volunteer'. AGr to develop this idea further within the 'Strategy for Volunteers', possibly in tandem with the Slalom Oscars. .... **Action AGr**

### 5.6.4 *2009 Entry Fee Note*

A note explaining the capping of the 2009 entry fees and the derivation of the 2010 entry fees has been prepared and circulated for comments. This will be uploaded to the committee page of [www.canoeslalom.co.uk](http://www.canoeslalom.co.uk), without specific link from the front page.

### 5.6.5 *Guide to Slalom Levies*

A guide to (hopefully) answer the perennial questions on the levies has been drafted and circulated for comments. Home Nation input is required before this can be issued. Once completed this will be published on the committee pages on the web. .... **Action EA, MS, TB**

### 5.6.6 *Volunteer Expenses Review*

AGr circulated an analysis of the expenses paid and options for the future. It was agreed that:

- 1) Mileage rates (where paid) for section judging and timing teams to be based on 20p per mile, with the flat rate not changed this year and special events as previously defined. The rates are to be applied for the whole of the 2010 season, retrospectively for weekend of 6/7<sup>th</sup> March.
- 2) The committee rates will be left at 25p a mile with a view to closing the gap in the future. This was passed, 7 for 3 against and 1 abstention.
- 3) The collection of information, in particular mileage, over the 2010 season to allow a full review of options in advance of the 2011 season. JW and SB to stress the mileage even if a minimum is claimed. .... **Action SB/JW**
- 4) A complete review of expenses at the end of the 2010 season, in conjunction with the review of the cost of the sport envisaged.

- 5) There is a particular issue relating to getting section judges at Fairnilee for the junior and veteran championships, an accommodation allowance will of £15 will be provided.

The meeting thanked Andy for his work in analysing the options and presenting them.

#### **5.6.7 Publicity**

Volunteering in slalom will feature in two Canoe Focus articles this year:

1. In the July 2010 issue, Julia Robertson (Volunteer Co-ordinator for Canoe England) is showcasing Volunteer Co-ordinators, and wants to highlight the Slalom Committee's forward thinking and the introduction of the volunteer co-ordinator role.
2. An article on the different volunteer roles in slalom, including examples of existing volunteers and the pathways in to each role is planned for publishing in either the August or October issue. Photos will be required..... **Action AGr**

The concept of a slalom newsletter, not to replace the publication of items on the web and in Canoe Focus, but as an additional method of communication is under consideration between marketing and volunteer co-ordinators.

#### **5.6.8 Ongoing Actions..... Action AGr**

- Finalise and publish the above documents.
- Review the requirements of the timing team and section judges with regards to recruitment (short-term and long-term).
- Develop the draft strategy document and forward it to the committee for comment.
- Publicise the new role within the slalom.
- Start drafting the Canoe Focus articles.
- Develop the newsletter concept.
- Attend slaloms!

### **5.7 Athlete Representation**

No report

## **6 Home Nations**

### **6.1 England**

#### **6.1.1 Canoe England Coaching Management (Jan 10)**

Unfortunately there was no one available to attend this event. The English Slalom Committee sent a representative.

#### **6.1.2 Canoe England Forum 24 April (Jan 10)**

AW and MS are planning to attend.

#### **6.1.3 Pan Celtic**

The Pan Celtic team is being finalised as athletes are slowly confirming their availability. There is good support to the English Championships.

#### **Coaching**

Canoe England is employing some dedicated coaches within the regions.

Several division specific training weekends have been run. A C1W coaching weekend is planned for spring bank holiday.

### **6.2 Wales (report tabled)**

#### **6.2.1 Cardiff Bay:**

The date of the opening ceremony is confirmed as 24<sup>th</sup> March. This is a civic event with no slalom involvement. There will be combined Home Nations on the water activity from 29<sup>th</sup> March.

#### **6.2.2 July 11th Race**

#### **Timing**

This race can be run with the normal timing cabling and equipment that the BCU have at their disposal. Once the site is opened then Canoe Wales will invite the committee down to see the site in action.

**Programme:**

Canoe Wales are still in negotiation re costing

At present we have two possibilities

- Split race 7:30-11:00, 16:00-19:00
- Continuous race from 7:30-14:00+ A continuous race would cost Canoe Wales an extra £3000+

We are aware that a continuous race is the best option and continue to negotiate

To run the Pan Celtic there at present would cost an extra £2000. The Welsh leg of the Pan Celtic therefore is likely to be confirmed. .... **Action AE**

There will be a fun invitation race 27 October during half term; this event would be run on a casual basis - with the aim of having a training base and evening race event.

Cardiff is looking towards an International in 2015. The Major Events Unit are interested in this bid and have noted that it is possible to hold WC Ranking from 2012 -14 to support this.

**6.2.3 UKCC**

The BCU board met in January, we are awaiting a statement from the 6th March meeting.

We expect Paddler models and coach development for individual disciplines to emerge from this process.

**6.2.4 Coaching Handbook**

Richard Lee has been compiling a Slalom Coaching Handbook which is in its 3rd Version Edit

**6.2.5 Access:**

The sustainability committee met for the last time on the issue of access to inland water in Wales last week. The draft of the report was considered at this meeting - however the public were not admitted to this discussion. A report is expected around Easter.

**6.3 Scotland (report tabled)****6.3.1 Artificial Whitewater Course in Edinburgh**

Work continues on the development of plans for an indoor International standard artificial Whitewater course in Edinburgh.

**6.3.2 Grandtully*****New gate system and riverbank paths***

The new gate system is being manufactured by David Dickson and will be in place for the Easter races. The development of riverbank paths needs planning permission and applications are being prepared.

***Grandtully 1/2 Saturday April 4th***

So far entries are well down on last year.

***Grandtully Double Premier – Saturday April 11th***

The Adventure Show is coming to the Double Premier again this year. So far we do not know what they are featuring. Biography forms are on the website and we have agreed to provide a results screen mid course for the commentary team.

***Possible dates for Grandtully Prem/Div 1 2011***

Next year is quite a difficult year in that Easter is very late. Easter weekend is April 23/24th. and August bank holiday is Monday 29th August.

Almost all Scottish school holidays are April 4-15 inclusive ie not including Easter weekend while all the English and Welsh authorities I have checked are April 18 -29th with Easter in the middle, some going back as late as 3rd May.

It was proposed that the 2011 events should be (subject to club applying for calendar approval): Grandtully Div 1/2/ Pan Celtic 16th/17th April and Double Prem 23/24th April Easter weekend then Double Div 1/2- 27/28th August

***Grandtully Campsite***

The awful weather has caused many problems at Grandtully with numerous burst pipes. The water supply has been restored to the majority of the building but not yet to the outdoor wash up area although that is in hand.

There is a water supply at the far end of the campsite and an electrical power supply to the far end. Work on electrical hook ups is in progress for every caravan placement and optional for campervans and tents. Hopefully all this work will be finished for the Easter races.

**6.4 G.B. Canoeing (report tabled)****6.4.1 Teesside International (Jan 10)**

AGo and AM had a very positive meeting with Les Southerton regarding the Teesside world ranking event in September. Les gave his sincere apologies to the committee and all involved that the project has taken so long to get off the ground. Construction should now have started and the earliest completion date (without commissioning) would be the 17th Sept (32 week programme). For this reason, as discussed at the committee meeting in January, we have decided to postpone the world ranking. If the ICF are prepared to reschedule the event for 2011, the agreed date will be available in 2011.

We must now formally cancel the Teesside WR event in 2010 with ICF and discuss with the ICF slalom committee the options for rescheduling in May 2011..... **Action AGo**

It seems unlikely that the construction will complete in time for the planned division 1/premier event. The organiser will be consulted with to confirm the likelihood of the event being run. .... **Action JW**

**6.4.2 World Ranking Clarification (Jan 10)**

AM had circulated an explanatory paper which was accepted and will be published more widely. .... **Action AM**

**6.4.3 Coaching conference**

The 2010 Slalom Coaching conference will take place over Friday and Sat 12/13 March with work underway to set this up as an annual event. The next conference date will be set very soon and discussions are underway with Canoe England to link it in with their annual conference and look at a date in early December 2010. GB Canoeing would like to thank the committee for their support of the volunteers.

**6.4.4 HPP Storage (Jan 10)**

AM reported that he had been unable as yet to meet with Simon Ricketts. The committee equipment that survived the fire is currently housed within the GB replacement container and may stay there in the short term but there is no additional space at present.

The possibility of running events at HPP in the summer, will also be considered, with the possibility of different formats being explored. .... **Action AM**

**6.4.5 Selection 2010**

It was confirmed that Andy Maddock and Julie Betcher will be coordinating the selection races as required from the Nottingham end. AM to liaise with KT/AK to confirm responsibilities ..... **Action AM**

**7 A.O.B.****7.1 Managed Calendar 2011**

Once the date for premier and division 1 applications has closed, the draft schedule will be published.

**7.2 Meeting Etiquette**

CDW's report included suggestions relating to the running of the committee meetings in order to improve decision making and streamline the meetings. These were discussed and accepted.

The meeting closed at 2:55

**Dates of Next Meetings (10 am/Bingham unless stated)**

27<sup>th</sup> June, 14<sup>th</sup> August, 25<sup>th</sup> September, 6<sup>th</sup> November, ACM - 27<sup>th</sup> November HPP