



British Canoe Slalom Committee
Sunday 25th November 2018
British Canoeing Headquarters



British Canoeing

Slalom Committee

Meeting Minutes

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Stronger Together

Location: British Canoe Union HQ, National Water Sports Centre
Adbolton Lane, Holme Pierrepont, Nottingham, NG12 2LU



1 Present

1.1 In Person

Dave Spencer [1/1] Chair	Andy Neave [1/1] Coaching	Chris Baillie [1/1] Scotland
Hazel Ridge [1/1] Treasurer	Dee Lindesay [1/1] Digital Strategy/Data	Dave Spencer [1/1] England
Martyn Setchell [1/1] Vice Chair Athlete Rep	Karen Crowhurst [1/1] Participation	Mark Abbott [1/1] Wales
	Peter Curry [1/1] Safety/Comp Mgmt.	
Colin Woodgate [1/1] Secretary	Steve Linksted [1/1] Strategy	
	Andy Grudzinski [1/1] Technical/Timing	

Also Present:

Andy Koszary - Outgoing Treasurer

Nick Penfold Slalom Ranking Officer (to the end of item 5)

1.2 Apologies

Kiran Dews [0/1] CANI
Richard Ramsdale [0/1] British Canoeing

Anna Gray, British Canoeing Sports Development Manager

2 Welcome

The chair welcomed everyone to the meeting, congratulating Karen on her election.

Declaration of Interest forms will be circulated for completion and return to the Secretary by the end of the year.

3 Minutes of Previous Meeting

After noting that the minutes reflected the wrong day of the week, the minutes of the previous meeting were accepted as a true record.

4 Promotion / Demotion Levels for end of season

Declarations of interest were made, and those with significant interest took no part in the votes.

In division 1, 4 races out of 20 had been cancelled during the year. This was considered, including review of the theoretical points that would have been earned if the best four points were scaled to be five, how close they were to promotion and that the athletes would have had 16 (division 1) opportunities to get promotion points. Taking all factors into consideration, it was decided it was agreed that there would be no end of season promotions this year.

Demotion levels will be the same for all events in a division.

Premier to Division 1 ----- 1,999 points or less

Division 1 to Division 2 ----- 999 points or less

Division 2 to Division 3 ----- 199 points or less

Consideration will be given to demoting on percentiles rather than points targets. Comparative figures will be produced for consideration at a future meeting.

5 Applications for Frozen Status

Applications for frozen status had been received from 7 athletes, all were accepted.

6 Coordinator Role Confirmation

Areas of slalom that require focus were discussed, with coordinators appointed for each area. The outcome is reflected at the top of these minutes.

Hazel Ridge will continue to have a brief for volunteers and welfare.



7 Outstanding Actions from the ACM 2018

7.1 Weils Disease

There was a discussion on the recent case of Weils disease and how the best practice can be reinforced and spread. BC will be asked if there is any materiel and guidance that can be spread, addressing inter alia sport specific guidance. Dissemination of safety guidance from BC will also be reviewed to ensure that the committee is aware of any issues.....**Action PC**

7.2 Managed Calendar

Two aspects of managing the calendar will be considered in two levels, geographic spread and the target number of events in divisions. Proposals will be brought to the next meeting.....**Action DS/SL**

8 Chair's Report

8.1 BC Future Leaders Scheme modules (180804/4.6)

Several of the current committee members were interested in some of the workshops and understand that some modules can be presented on an Ad Hoc basis. A list of the modules was circulated, the modules will be reviewed to identify areas where more information is required. **Action All**

8.2 Contingency Planning

Several structural risks have been identified by the BC Board. Including systems and data run by, and for, discipline committees by volunteers. These risks will be reviewed and approaches to manage the risks will be jointly developed.....**Action DS**

9 Secretary's Report

9.1 Agenda

If a co-ordinator requires actions or feedback in a specific area, they should highlight this with the secretary who will put an agenda item early in the next meeting's agenda.

9.2 Year Book

The year book survey results were considered. For the 2019 yearbook edge printing the section names will be explored. Reviewing the contents will be revisited early in 2019. Responsibility for sections

All changes to be supplied to Keith Goddard before 9th December with the aim of having all changes proof read so the year book can go to print at Christmas.

9.3 Paddler Representative Election

Nominations will be sought with nominations closing on 16th December**Action CDW**

9.4 Automated Bib Application system

An email-based subgroup will be set up (AN, MA, DL, SL, DS) to discuss the options and bring proposals to an early 2019 meeting..... **Action MA**

9.5 Ed Ecclestone Award

Andy Hounslow was the trophy winner this year. The meeting expressed their thanks for his efforts of many years. A suitable time to make the presentation must be agreed.....**Action CDW**

10 Possible ACM 2019 Motions

- **Short Season Status:** Treat those promoted and reranked paddlers the same for granting of short season status.

10.1 Entry Card Retention

- : Remove any rules that require retention of cards beyond a race.



11 Finance

11.1 2018 Accounts

Andy Koszary reviewed and answered questions on the 2018 accounts.

11.2 Levy Distribution

Total timing and judging levies were £4,100, actual costs were of the order of £13,000. This comes out of the BC portion of the levies. Possible scenarios will be modelled for spreading the cost across National Associations. **Action HR**

Consideration will be given, at a future meeting, to reviewing the judging and timing levies for the 2020 season. **Action HR**

11.3 Handover

AK and HR will meet Susan Hicks to complete the handover of Treasurer functions.

A budget for 2019 will be developed before Christmas. **Action DS/HR**

12 Co-Ordinator Reports

Having delivered a report less than a month ago, and then at the Annual Consultative meeting reports were not expected, and only outstanding issues were reviewed.

12.1 Coaching

The seminar last weekend was not well attended from the volunteer side. It had not been well publicised within the National Associations. The Sunday of the BC coaching conference will be given over to the discipline coaching.

There is a centrally organised slalom discipline coaching course is being held next weekend, this clashes with the rescheduled BUCS Slalom. Two courses are being held in parallel, a Saturday / Sunday / Monday and one over Saturday / Sunday / Saturday course. The location is split across HPP and Stone. There are currently a small number of spaces available for last minute bookings for either pattern.

The current funding agreements were agreed to be applicable.

Further dates will be arranged in 2019. Geographically there is a spread of participants although the spread of courses is more limited, with some opportunities required in Wales and the South of England.

12.2 Digital Strategy/Data

12.2.1 *Online Entry Dispute*

This is being handled by BC centrally.

12.2.2 *GDPR Compliance*

A generic email will be sent to organisers pointing them at the British Canoeing GDPR information toolkit, asking them to review their race for compliance *Carried Forward*..... **Action AEG**

The organisers pack will be updated to include a poster relating to the privacy policy and to reflect the requirement shred cards as soon as practical after a race. *Carried Forward*..... **Action DS**

An audit of processes and data will be undertaken and policies for retention will be developed **Action DL/AEG**

12.3 Participation

12.3.1 *Promotion Certificates*

There was a delay in the sending out of physical promotion certificates for those reaching Division 3. This is being actioned by the volunteer responsible.

Addresses for those promoted will be merged with the ranking database for sending out yearbooks.

The issue will be discussed with British Canoeing to see if there is any synergy available **Action DS**

12.3.2 *Division 3 Ranking Officer*

The ranking officer has changed, we need to proactively manage the handover and managing post sent to the 2019 Ranking Officer. This will be discussed with Donna Hawkins **Action KC**



12.3.3 *Welcome pack*

A standardised welcome pack will be developed to be sent with the first bib being sent to an athlete. This will include arrangements for returning bibs, and information about entering further slaloms. **Actions KC** Jonathan Davies has produced an updated version of the introduction to slalom leaflet. This will be circulated for consideration..... **Action MA**

12.4 Safety/Competition Management

12.4.1 *Allergens*

This is high on government agendas, so guidance to Organisers offering catering needs to be produced.

12.4.1 *Cross Contamination*

There are increasing governmental concerns regarding cross contamination between water courses. This will continue to be monitored as slalom races are an easy target.**Action PC**

All individuals are asked to ensure that boats are clean and dry when moving between water courses, and especially between countries.

12.4.1 *Safety Plans*

Safety plans for 2019 events must be received by 9th December or the race will be removed from the Calendar. Reminders will be sent out with the request for final information.

12.5 Technical/Timing

12.5.1 *TUTTI*

New TUTTI sets have been bought. One PCB is still to be built, then the new versions will be ready for distribution in January 2019.

12.5.2 *Guidance Notes*

Guidance notes have been produced for a variety of areas, including start / finish / judges briefing / and other areas. These will be included in the organisers pack and will be flagged to organisers by email.

12.6 Strategy Coordination

This will include

- Four-year plan
- Managing the Calendar

13 Other Reports

Having delivered a report less than a month ago, and then at the Annual Consultative meeting reports were not expected.

14 2019 World Cup / 2020 European Championships

Planning for the championships is progressing well. With the ICF happy with progress and not feeling a need to visit unless by request of the organising committee.

A major sponsor has been agreed, and several second-tier sponsorship agreements are in place. The 2019 World Cup is currently forecast to break even.

Volunteer recruitment has gone well, with 356 applications received. Around 100 were fast tracked as regular volunteers or volunteered on previous slalom events. The others have been interviewed and introduced to slalom and the venue. Appointments will be communicated in January. The next briefing will need input from the volunteer team leaders and will concentrate on Championship wide control issues and task specific briefings.

Ticketing: 1,677 tickets sold to date (of target 4,000) across all days. Tickets will go on general public sale end of January.



15 Correspondence/Other Business

15.1 Awards Dinner

The Awards dinner was again a great success, enjoyed by all present. The committee noted its thanks to the organisers, in particular Alix and Gabi Ridge, for spearheading the team.

15.2 BC email addresses

BC email addresses will be requested for safety, athlete rep, officials.....**Action CDW**

16 Future Meeting Dates

All meetings at 9:30, at BCU HQ in Nottingham, unless otherwise noted.

- Saturday 2nd February
- Saturday 30th March in Lee Valley
- Saturday 18th May
- Sunday 4th August
- Sunday 3rd November, if the Lee Valley division 1 does not go ahead that weekend or Saturday 9th November if it does. To be confirmed at the next meeting.
- Saturday 30th November (ACM)
- Sunday 1st December

Travel distances for meetings in Lee Valley and Holme Pierrepont, to agree the ease of meeting in each venue.

The Chair thanked members for their attendance. The meeting closed at 15:50