

Sport Park, 3 Oakwood Drive,
Loughborough, Leicestershire, LE11 3QF
Telephone 01509 232323
E-mail: Info@snowsportengland.org.uk
www.snowsportengland.org

NORDIC COMMITTEE

The minutes of the Nordic Committee meeting held by means of a telephone conference on **Monday 21st October, 2019 at 19:30.**

Present: Glennis Dore(Chair)(GD), John Anderson (JA), Barbara Grogan (BG), Stephen Johns (SJ), Dagmar Junghanns (DJ) Adam Pinney (AP), Neil Salmons (NS), and Mary Wray (MW1). Ryan Grewcock (RG) attended as liaison officer for the SE Board and Simon Levene (SL) attended as SE Finance Director.

Minutes Extract – Action

1661 Minute 1628 – The use of workplace training. [DJ] agreed to take this suggestion to the Coaching Panel with the prospect of writing to clubs saying that if they had candidate instructors, they should shadow a coach before they join a course. No action yet taken.

Action DJ

1662. Minute 1630 - BDS insurance accreditation/CIMSPA. ...RG suggested that the Coaching Panel ought to liaise with the Alpine Technical Panel to start development of the plan for training, training assessment and workplace training.

Action DJ

1663. Minute 1639 - Coaches 3rd Party Insurance. Claire Pennell had said that she would add a statement to the website. Not yet completed.

Action CP

1664 Minute 1640 - The criteria for the appointment of Tutors and Senior Tutors. During the next few months DJ said that the Coaching Panel will be working on this process. Not yet completed.

Action DJ

1665. Minute 1644 - Terms of Reference (ToR). GD said that she would pass the revised ToR on to the Board for their approval.

Action GD

1667. Action Point Summary List - GD and SJ agreed to re-examine the procedure.

Action GD & SJ

1673. International Seminar - Ski Leaders of Tomorrow Webinar -_RG said that the webinar recording can be split up so that it can be completed in modules and connected to social media outlets. Details of the webinar are to be confirmed by GD/RG.

Action GD & RG

1674. Branding Changes - All clubs should implement the changes. Any club that hasn't received the logo package should contact the office.

Action All clubs

1677. Home Nations Talent Plan - NS said that he will ask some of the skiers aiming to go to the Youth Olympics to put up their profiles and/or related material on the SE website as part of raising awareness and support of young athletes.

Action RG & NS

1680. SE Vision and mission statement - SL asked the committee to consider the vision and mission statement to extend the reach of Nordic and increase participation.

Action Committee

1683. Tutor Recommendations - The NC agreed to put forward the recommendations to the Board.

Action GD

1684. Tutor Code of Conduct - [RG] said that he would send the code to DJ, a copy to GD for information and to remind those submitting documents to ensure correct paperwork is sent in.

Action RG

1685. Telemark Awards - ... SJ has already sent JH editable Word versions of the Telemark Awards and RG is asked to do the same for Alpine.

Action RG

1688. This item is postponed through lack of time although DJ is asked to send in bullet points and actions.

Action DJ

Apologies for Absence

1656. Apologies were received from John Holgate (JH), Thea Wates (TW) and Martin Watkins (MW2)

The Minutes of the Previous Meeting

1657. In accordance with Minute 297 the minutes of the previous meeting were circulated to the committee. The committee authorised the approved minutes to be published on the SE Web site in accordance with Minute 296.

Matters Arising

1658. GD began the meeting by welcoming both Simon Levene as SE Finance Director and Barbara Grogan who had attended the International Seminar in Oslo, Ski Leaders of Tomorrow.

1659. Minute 1626 - AP has now joined the Coaching Panel.

1660. Minute 1627 - Webinars. NS has been passing on the BNDS training webinar recordings to AP, DJ and MW2. In his absence MW2 reported that Carl Carrier is forwarding the webinar record to him. He says that there is nothing to pass on to the coaches at this stage. MW2 is unable to listen to live chats due to a clash with training sessions at Wessex B&NSC. MW2 says that he will continue to monitor the webinars. Andrew Musgrave joined the previous webinar.

1661. Minute 1628 – The use of workplace training. [DJ] agreed to take this suggestion to the Coaching Panel with the prospect of writing to clubs saying that if they had candidate instructors, they should shadow a coach before they join a course. No action yet taken.

Action DJ

1662. Minute 1630 - BDS insurance accreditation/CIMSPA. RG said that he had circulated the relevant material. RG added that whilst there is no need to align to those standards, the Coaching Panel will need to examine the structure of how people become competent. RG suggested that the Coaching Panel ought to liaise with the Alpine Technical Panel to start development of the plan for training, training assessment and workplace training.

Action DJ

1663. Minute 1639 - Coaches 3rd Party Insurance. Claire Pennell had said that she would add a statement to the website. Not yet completed.

Action CP

1664. Minute 1640 - The criteria for the appointment of Tutors and Senior Tutors. DJ had drafted some criteria which now need to be reviewed by the Coaching Panel and align with Alpine. During the next few months DJ said that the Coaching Panel will be working on this process. Not yet completed.

Action DJ

1665. Minute 1644 - Terms of Reference (ToR). GD thanked those who had responded. In the absence of any further comments, GD said that she would pass the revised ToR on to the Board for their approval.

Action GD

1666. Minute 1645 - Face to Face Meetings of NC at SE HQ. Whilst this remains a possibility, SL reminded the committee that any expenses incurred in holding such a meeting will have to be deducted from the NC budget. To offset this, SL suggested that the committee could expand its income to make up for any loss.

1667. For this meeting GD had produced a list summarising the result of action taken since the previous meeting. SL observed that he had never seen this format from any other committee and he expressed difficulty in having to deal with two opened documents on two separate screens simultaneously. No-one else at the meeting expressed any difficulty reading the 2 documents, especially if viewed side by side on one screen. SL suggested having a one sheet summary and highlighting the items to be discussed during the meeting. GD reported that this was the first time she had presented such an updated list, which is designed to improve the reporting of updates, both in advance of and at the meeting. GD and SJ agreed to re-examine the procedure.

Action GD & SJ

SE Update

1668. RG said that the office is currently issuing licences during this year's renewal process. The organisation is preparing to attend the Ski and Snowboard Festival at Battersea where they will be running The Future's Project for skills development. There is currently a competition and discounts are being offered for the festival. The London Region Nordic Ski Club (LRNSC) will have a stand there at which MW1 and AP, along with others, will be coaching roller skiing.

1669. SE Website - RG said that the material provided by members of the committee for the Nordic website pages have or are being added. RG said that further improvements will be made but that SE is currently prioritising renewals and attending the Ski and Snowboard Festival. AP warning against showing too many photos of Andrew Musgrave as there has been no involvement between him and SE. SL reminded the committee that material on the website is only as good as that provided by the committee. There was further discussion about the importance of ensuring that all the material was formatted consistently, and that this needs to be the responsibility of whoever uploads the material onto the site. If contributors have further updates, they should make the office aware.

1670. Home Nations Unified Coaching Scheme - RG said that work continues with Alpine and Snowboarding. Work with Nordic is expected to begin next year.

International Seminar - Ski Leaders of Tomorrow

1671. With the aid of Power Point slides from the seminar, Barbara Grogan took the committee through the main points of the seminar. 84 women from a variety of sports had attended the seminar in Oslo. The 3 year programme will support women and will share best practice. Barbara explained that they will concentrate on promoting team culture and ensure continuous evaluation of their practices.

1672. AP warned of the dangers of evaluation and KPIs taking up too much of a coaches time. Barbara said that this need not be the case but that it is important that evaluation becomes part of the coaching process. AP was also concerned about the emphasis being placed on women and opined that these practices should apply to all coaches. He further suggested that the statement that women see weekends as family time was largely inappropriate and that the correct question to ask is when is the best time for all participants to attend training courses. Barbara said that women should earn their places in the same way as men but that there are areas where women need additional support. She ended by thanking SE for funding her attendance at the seminar.

1673. GD advised that there will be a webinar as a follow up to what Barbara had brought back. RG said that the webinar recording can be split up so that it can be completed in modules and connected to social media outlets. Details of the webinar are to be confirmed by GD/RG. GD thanked BG for attending and giving the presentation.

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| Action GD & RG |
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Chair's Report

1674. GD drew the committee's attention to the change in branding. The organisation is now SE instead of SSE and a new set of logos has been issued accompanied by a set of guidelines for their use. All clubs should implement the changes. Any club that hasn't received the logo package should contact the office.

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| Action All clubs |
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1675. Board Meeting - GD had attended a meeting in September, along with other Committee Chairs to focus on the new vision and mission statement, ways to align to it and consider how to successfully deliver it. GD had asked for comments from committee members in advance of the meeting and she summarised these for the Board along with highlighting some of the key challenges facing Nordic such as: the website, funding, resources (people & equipment), budget, supporting talent, participation numbers, introducing roller skiing into schools, schools officer, greater collaboration with the home nations and volunteer time as well as some potential opportunities (resources and funding permitting). The meeting emphasised inter discipline co-operation and the board pointed out that there is a real challenge with the next funding round running from April 2021 and the prospect of reduced funds from Sport England. A working group has been set up by the Board to discuss the next steps.
1676. SL asked everyone to look at the mission statement and at opportunities to increase participation. At this point and at other points in the meeting, a discussion followed about the feasibility of increasing participation in view of everything that the committee had tried over the years. The general feeling of the committee was that opportunities to increase participation were rather more limited than those perceived by the Board. In the past, a great deal of effort had been put into strategies not dissimilar to those now being put forward but that they had gone unrewarded. Several NC members suggested that the priority should be on providing what current Nordic skiers want, rather than seeking to expand the discipline and AP (representing the British Masters) pointing out that youngsters entering the sport is not the only way to keep the discipline viable.
1677. Home Nations Talent Plan - GD had been in discussion about the way forward and ways to progress new talent, both in general and also as part of work towards the next submission to Sport England. NS said that even BNDS do not get any funding from SE. NS again pointed out the great disparity in the way that SSS progress talent compared with SE. RG was able to explain the different

ways in which funding is ring fenced for the two countries and of the emphasis in Scotland on performance and in England on development. RG is to contact Ian Findlay and report back to the next meeting. GD said that it will be easier if the committee has a programme in place at an early stage to help support any submission. NS said that he will ask some of the skiers aiming to go to the Youth Olympics to put up their profiles and/or related material on the SE website as part of raising awareness and support of young athletes.

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| Action RG & NS |
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1678. Army SE Coaching Award Scheme - GD has been in discussion with the army to develop a separate SE army Cross-Country coaching scheme. RG said that it is planned to start the scheme with Royal Signals but that it could later be rolled out to combined services and that it is likely to generate some income for Nordic SE. He said that the army could be invited to attend some of the home roller ski events. DJ and RG pointed out that there would be differences in the two separate award schemes, for example, the army would not have a need to do the standard civilian Safeguarding training.

Budget

1679. In advance of the meeting GD had circulated the draft Nordic budget to the committee. It is based on similar figures to those of the previous year. There will be slight amendments to be made before submission.

1680. There were no specific questions about the budget but SL asked the committee to consider the vision and mission statement to extend the reach of Nordic and increase participation. GD cautioned against over extending, as the budget could quickly run into the red. DJ observed that all the committee and coaches were volunteers and that loss making events have been cut, perhaps giving the impression that not many events are being run. However, DJ said that there was much activity at club level that goes unquantified. An example of this was the recent roller ski event at Redbridge, where there was an instructors' course running alongside events hosted by Rollerski.co.uk, biathlon, general instruction courses and recreational skiing.

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| Action Committee |
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1681. Another discussion ensued with contributions from all the committee about the practicalities of increasing participation and despite SL suggesting working across disciplines and MW1 observing that the holiday tour operators contribute to participation, it reached the same conclusion as minute 1674. SL concluded the discussion by emphasising the importance of communication of key activities and using social media for publicising the sport.

Tutor Recommendations

1682. In his Telemark report JH had recommended Andy Stewart as Senior Tutor and John Holgate as Tutor for Level 1 and Level 2.

1683. DJ, on behalf of the Coaching Panel, recommended the following tutors for Cross-Country:

Senior Tutors - Patrick Winterton, Mike Dixon and Alan Eason.

Tutors - Adam Pinney, Martin Watkins and Barbara Grogan.

The NC agreed to put forward these recommendations to the Board.

Action GD

1684. RG referred to the Tutor Code of Conduct for the timely return of reports, action plans and expenses. He said that he would send the code to DJ, a copy to GD for information and to remind those submitting documents to ensure that correct paperwork is sent in. For cross country tutors, this should go to Alison Raynes who will input the data and then forward relevant supporting paperwork to the office.

Action RG

Telemark Report

1685. JH had produced an extensive report covering not only Telemark but also a report on the Manchester Cross-Country Ski Club activities. Some of his main Telemark points were that the Manchester club helmet policy now mirrors that of Chill Factor^e. On the Telemark Coaching Scheme, JH continues to work toward Home Nation Unification and has asked for the SE Telemark Development Committee to be revived for this purpose and he hopes to co-opt some new members including Jaz Taylor. As requested, SJ has already sent him editable Word versions of the Telemark Awards and RG is asked to do the same for Alpine.

Action RG

1686. For Telemark events, JH said that there will be an SE presence at the British Telemark Championships this season in France and that summer Telemark Festivals are planned both for Glasgow and Manchester. JH has hopes of resurrecting a Telemark Festival at Hemel Hempstead. At the time of writing, JH was not optimistic about holding a British Indoor Telemark Championship next year.

Safeguarding

1687. This item is postponed through lack of time.

Coaching Panel

1688. This item is postponed through lack of time although DJ is asked to send in bullet points and actions.

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| Action DJ |
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Any Other Business

1689. MW1 looked forward to meeting people at the Snow Festival.

1690. GD thanked SL for attending the meeting.

To Set the Date and Venue of the Next Meeting

1691. The next meeting of the Nordic Committee will take place by means of a telephone conference on **Monday 9th December, 2019 at 19.30 hr.**