



**SNOWSPORT  
ENGLAND**

Suite 3, Waterside Business Centre  
Canal Street  
Leigh  
WN7 4DB  
Telephone 01509 232323  
E-mail: [Info@snowsportendland.org.uk](mailto:Info@snowsportendland.org.uk)  
[www.snowsportengland.org](http://www.snowsportengland.org)

## NORDIC COMMITTEE MEETING MINUTES

**Date: Wednesday 14<sup>th</sup> June 19:00 UK Time**

**Attendees:**

Fern Cates (FC) Chair  
Stephanie Cook (SC)  
Desmond Goff (DG)  
Michael Smith (MS)  
Martin Watkins (MW)  
Alan Mitcham (AM)  
Glennis Dore (GD)  
Amy Gumbrell (AG)  
Laurence Walters (LW)

**Apologies:**

Mary Wray (MW)  
Chirs Hoesli (CH)  
John Holgate (JH)

**1. Welcome and Apologies**

1.1. Adam Pinney has left the committee, moving forward Mary Wray will be the rep for London regions.

**2. Matters Arising from Previous Minutes**

*2.0.1. Action – FC to write minutes from previous meetings.*

**2.1. Lancaster Event**

2.1.1. GD If people have outstanding questions these should be passed on to event organisers.

2.1.2. SC for any concerns with Sport:80 please contact Leslie until a full-time replacement for Michelle is appointed.

**2.2. Associate Member Category**

*2.2.1. Action – SC to discuss with Ryan Grewcock.*

2.2.2. MS highlights that club membership subscribes you to that club's mailing list and allows you to be a member of another club without paying the full price.

**2.3. Northern series**

2.3.1. AM The event on the 3<sup>rd</sup> of September may be moving to Hartlepool, we will confirm this soon.

**2.4. Coaching Guidelines on website**

2.4.1. *Closed*

**2.5. Nordic Skiing Visibility**

2.5.1. SC Aware to changes need to website, we are waiting for board approval, it is a priority. We must wait for board approval before we can proceed.

## 2.6. Coaching Qualification - Lack of Understanding

### 2.6.1. Action – FC to ask Ryan for meeting notes.

2.6.2. FC for any specific questions or scenarios please contact FC or SC. In general, Snowsport England is for club coaching, and BASI is for commercial teaching and instructing where the focus is snow abroad. This will now be dealt with on a case-by-case basis.

2.6.3. Closed

2.6.4. Concern is raised by the committee about a number of unqualified persons, particularly in the military coaching without qualifications.

2.6.5. MW if anything happens at a military 'club' the unqualified instructor involved would be liable.

2.6.6. MW if members are made aware of unqualified people an awareness approach is to be employed to highlight the risks and liabilities.

2.6.7. MW suggests highlighting the issue through a statement on the website.

### 2.6.8. Action – MW to contact SC to discuss cases of unqualified persons coaching.

2.6.9. Action – SC to explore opportunity to publish statement on SE website.

## 2.7. Event Booking System

2.7.1. FC we use Sport:80 it's not ideal. In Scotland they use a different system that gets similar feedback.

### 2.7.2. Action - FC will give complaint feedback to Ryan.

### 2.7.3. Action - FC to update next meeting.

## 2.8. Facebook Access

2.8.1. SC we still do not have access to the Facebook, any update you see has been sent directly to Alistair for him to upload, we want to avoid this. 38:00

2.8.2. GD recommends keeping the current Facebook page but direct people to the main Facebook group.

2.8.3. SC the plan would be to have a Nordic specific page, that links to the main SE page. This needs to be confirmed with Kevin.

2.8.4. FC there is still not exposure from SnowSport England, this is why we need a separate page despite the desire from SnowSport England to centralise all information.

### 2.8.5. Action – GD to contact Alistair and Kevin to discuss.

## 2.9. Lack of Photos on Website

2.9.1. SC compared to last august we have significantly more photos from various events, we want the database of pictures to keep growing, so Kevin can utilise these in future.

2.9.2. SC we need permission to take photos of juniors athletes and keep a record of any permission given. If participants sign up via Sport:80 there is a sign-up button on there, however if organisers are using their own forms they should include a photography permission section.

2.9.3. MS permission needs to be sent with the photos to the database.

### 2.9.4. Action – GD to contact Mary for photography permission and crib sheet.

## 2.10. Expenses

2.10.1. GD Snowsport England allow coaches to charge 45p a mile for an event with a cap of max £100 per event. Last year the cap was raised to either a max £200 at 45p a mile or the cost of petrol. This was approved at the last meeting.

2.10.2. SC Claire and Lou need to be made of aware of this.

### 2.10.3. Action - FC to discuss changes in expenses with Claire.

## 3. Chair's Report

3.0.1. FC Tim has left his role as CEO after 19 years.

3.0.2. FC We need to circulate information as club and committee reps within our own communities as we are struggling to push the Nordic agenda.

3.0.3. FC Snowsports Scotland have updated their proficiency awards.

3.0.4. FC has filed her resignation as Chair.

3.0.5. FC would like to remain on the committee as the Para-Nordic Rep and maintain communication with Scotland. We will be seeking a new Chair and will look to begin the handover process at the next meeting.

- 3.0.6. The committee expresses thanks to FC.
- 3.0.7. FC Snowsport Scotland coaching conference is this year. The first is on the 24<sup>th</sup> of June, the next is on the 30<sup>th</sup> of September.
- 3.0.8. FC the Snowsport England coaching conference is on the 2<sup>nd</sup> and 3<sup>rd</sup> September.

#### **4. SE Update (Best practice, Insurances, 23-24 calendar)**

- 4.0.1. SC There is a current staff restructure going on now Tim has left. We are currently seeking an interim CEO position; we will begin shortlisting soon with job interviews, potentially next week. We will be seeking a full-time CEO.
- 4.0.2. SC We have also lost our DBS administrator from Snowsport Wales, that position has been filled. Michelle's role should be filled in July.

#### **4.1. SE Club Connect**

- 4.1.1. SC This is a support package, we are currently running virtual calls and disability specific calls where we can assist clubs offering best practice and have key speakers attend. There is a disability focused call on the 10<sup>th</sup> of July at 19:00 and two general calls on the 12<sup>th</sup> of September and 28<sup>th</sup> of November. We also offer bi-weekly club mailers and 1-1 club visits.

#### **4.2. Community Innovation Fund**

- 4.2.1. SC We are relaunching the Community Innovation Fund, it opened on the 7<sup>th</sup> of June seeking long lasting trailblazing projects that enable us to reach our strategic. The project offers between £500-5000 per project, focused on LGBTQ+, different minorities, females, people with disabilities. We recommend clubs aim to make the most of this. It does have to have at least 12 new participants in the project. This closes on the 28<sup>th</sup> of July.

#### **4.3. Nominations**

- 4.3.1. SC Ahead October's Snow Show Ryan is seeking nomination for all coaching awards. Bookings for the event are available on Sport:80, if you book 4 or more people you get a discount.

#### **4.4. AGM**

- 4.4.1. SC AGM is next Tuesday on the 20<sup>th</sup> of June. If you want to attend please email [info@snowsportengalnd.co.uk](mailto:info@snowsportengalnd.co.uk) with you name and membership or club name.

#### **4.4. Sport:80**

- 4.4.1. SC Ryan has suggested he is look at changes to Sport:80, he would like suggestion for what the Nordic community names/titles of our officials.

#### **4.5. Snow Show Working Group**

- 4.5.1. SC There is a request from the SSWG that they are seeking volunteers to assist at the NEC and the ExCeL centre in London, it would be great to get more representation from all of our Nordic clubs. We can offer passes to volunteers.

#### **4.6. 2024 Calendar of Events**

- 4.6.1. SC We ask that all event calendars for 2024 as submitted by December. We ask that organisers send at least a skeleton structure of when to expect things so we can assist in promoting and advertising the events. This will also prepare Kevin to facilitate putting things on social media.

#### **5. Finance Report**

- 5.0.1. FC Small amount of activity in Nordic and we are on budget.
- 5.0.2. FC Chris has received the figures and is happy with the state of finances.

#### **6. Telemark Update**

- 6.0.1. Report provided.

#### **7. XC Coaching Update**

- 7.0.1. Report provided.
- 7.0.2. GD I am now having regular meetings with Ryan Grewcock. We have the cross-county working panel, we will now leave as the connection to the Technical Coaching Panel.
- 7.0.3. GD We currently have low numbers for the level 1 and level 2 course later this year.
- 7.0.4. GD The coaching awards scheme continues. GD highlights that time on the snow is not a necessity for receiving the roller ski award.
- 7.0.5. GD Ryan and I are considering how we offer progression; we need to be thinking about other people coming through the tutor scheme. There have also been concerns raised about the expense of completing level 1 and 2. GD proposes we cover half of their expenses to attend.
- 7.0.6. Action – To be considered outside of the meeting.*
- 7.0.7. MW Highlights that people aren't invited to coach on Snowsport England courses.
- 7.0.8. FC Suggests that those with level one should be invited to instruct beginner events in order to nurture them.
- 7.0.9. MW suggests inviting level 1s to shadow or assist on courses.
- 7.0.10. AG Yorkshire Dales have set up a coaching development fund through the club's own funds to encourage them to go and do the level 1 course.

## **8. Insurance Update**

- 8.0.1. Action – FC to send out insurance document.*
- 8.0.2. FC There was an issue raised regarding roller skiing in open environments. The insurers have confirmed that both open and closed environments are fine, however in open environments the leading coach must have done a detailed risk assessment.
- 8.0.3. FC A detailed risk assessment included a written risk assessment prior to the event and an active risk assessment during the session i.e., continually being aware of hazards.
- 8.0.4. GD There is an online learning system that Snowsport England are bringing in, IO discussed with Ryan to query if risk assessments could be included in this learning platform.
- 8.0.5. FC Will provide clear information detailing the requirements of the insurers particularly around the necessity and standard of risk assessments.

## **9. Inclusivity & Trans policy**

- 9.0.1. SC We are looking to clarify what is classed as 'meaningful'. We have the policy; however, it covers a range of competitions and disciplines so must be interpreted by each user based on their circumstance. Home nations can guide you through this process. At present all the home nations are working together reviewing the document. Over the next few months, we will have tweaks to the policy document.

## **10. Event updates (Nordic Festival & skills weekends)**

- 10.0.1. Covered in other agenda items.

## **11. AOB – Proposal date for next meeting: 29<sup>th</sup> August**

- 11.0.1. *Approved*