



## NORDIC COMMITTEE

The minutes of the Nordic Committee meeting held by means of a telephone conference the on **Tuesday the 13th December, 2016 at 19:30.**

Present: Glennis Dore (Chair)(GD), John Anderson (JA), Gerard Evans (GE), Anne Ford (AF), John Holgate (JH), Stephen Johns (SJ), Dagmar Junghanns (DJ), Adam Pinney (AP) and Thea Wates (TW). Ryan Grewcock (RG) attended as a liaison officer for the SSE Board.

### Minutes Extract – Action

1380. Minute 1350 - Coaching Courses Booking. RG reminded course organisers to forward details of their courses to him so that the on line payment procedure can be set up. This Item is to be carried forward to the next meeting.

**Action RG**

1381. Minute 1353 - Appointment of SSE event co-ordinator. The committee agreed that there ought to be a volunteer to act as key point of contact with the office. RG is to liaise with DJ to ensure smooth handover of co-ordination activities. The committee is to continue to search for a point of contact volunteer with whom the office can liaise.

**Action RG, DJ and Committee**

1382. GD said that despite requests to the Lakeland and the Manchester clubs, no volunteer was forthcoming to run the Lancaster event in October. GD is to continue to search for volunteer.

**Action GD**

1383. Minute 1354 - Draft a policy for commercial groups paying for track time at SSE events. GD has not yet done this and asked for it to be carried forward to the next meeting.

**Action GD**

1384. Minute 1355 - SSE Website Nordic Content. No meeting has yet taken place. RG offered to meet with SJ in the New Year to discuss Nordic website content. SJ urged not only the committee but also any Nordic member to forward their wish lists to him.

**Action RG, SJ and Committee**

1385. Minute 1359 - Snowsafe. Work is continuing on a new Snowsafe update and this is planned to be published in February.

**Action RG**

1388. Minute 1364 - Tutor Updates - DG outlined some of the plans for this season's tutor update and the committee discussed some methods of cascading the information gained but without any clear resolution. AP agreed to send in his suggestions as to how this might be done. The item is carried forward to the next meeting.

**Action AP**

1389. Minute 1368 - Links on Website to BNDS. This will be added to the list of website issues yet to be addressed.

**Action RG & SJ**

1390. Minute 1374 - Re-writing of Cross-country Coaching Awards. This remains work in progress.

**Action DG**

1398. A question from AP sought to clarify the situation in relation to what instruction and coaching SSE Instructors and Coaches can deliver outside the UK and be covered by SSE insurance. DJ reported that she is reviewing the precise wording of instructor awards to ensure the operating scope is clear. RG confirmed that Rollerski.co.uk has its own relevant insurance cover but in any case offered to double check. RG is to seek clarification on these 2 points.

**Action RG**

1400. RG drew the attention of the committee to the new governance code for sport and that SSE will need to implement further changes in order to fulfil the new governance criteria. RG will circulate further details.

**Action RG**

1401. AP queried a reference in the Chair's minutes to the requirement for a 2 day First Aid Certificate for those with an on snow qualification. ...a concession has been made resulting in a reduction in this requirement to a 1 day course for those with a roller skiing qualification, whilst bringing into line with other snow sports the on-snow Cross-Country qualification at 2 days. RG agreed to circulate a fact sheet to all instructors and coaches.

**Action RG**

1407. As part of his elevation to Telemark L4, JH said that he will be attending the British Telemark Championships in France with an estimated 120 entrants. The tutors are hoping to start another L1 Instructors course in the spring if sufficient numbers can be found.

**Action JH**

1410. DJ reported that the Leaders Award is still not quite ready to launch. The on-line training still has to be publicised and clarifications made for insurance purposes.

**Action RG**

1411. For the Proficiency Awards, 1\*, 2\* and 5\* are currently being revised and a new 6\* award is planned to be written. It is hoped that 2 new tutors will be appointed in 2017.

**Action DJ**

1412. DJ said that work was being undertaken to formulate a protocol for reciprocal revalidations under both the SSE and BASI schemes. DJ said that the Coaching Panel will discuss the matter in greater detail and report back at the next NC meeting.

**Action DJ**

### **Apologies for Absence**

1378. Apologies were received from Michael Harrigan (MH), Bryan Thomas (BT) and Mary Wray (MW). GD announced that Felicity Bertram had left the sport and that The Thames Valley Club will be run by Jordan Andrew and Stephanie Cook.

### **The Minutes of the Previous Meeting**

1379. 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 SSE Web site in accordance with Minute 296.

### **Matters Arising**

1380. Minute 1350 - Coaching Courses Booking. RG said that implementation of the on-line system has been delayed partly because of staff shortage but also because funding is awaited. RG reminded course organisers to forward details of their courses to him so that the on line payment procedure can be set up. This Item is to be carried forward to the next meeting.

**Action RG**

1381. Minute 1353 - Appointment of SSE event co-ordinator. GD reported that the role of event co-ordinator has now been formulated but unfortunately no one has yet volunteered. RG suggested that the office could provide the co-ordination. The committee agreed that there ought to be a volunteer to act as key point of contact with the office. Their role will be to co-ordinate the booking of the coaches and to oversee the calendar of events although the office will undertake advertising and much of the other work previously done by volunteers. RG is to liaise with DJ to ensure smooth handover of co-ordination activities. The committee is to continue to search for a point of contact volunteer with whom the office can liaise.

**Action RG, DJ and Committee**

1382. GD said that despite requests to the Lakeland and the Manchester clubs, no volunteer was forthcoming to run the Lancaster event in October. GD is to continue to search for volunteer.

**Action GD**

1383. Minute 1354 - Draft a policy for commercial groups paying for track time at SSE events. GD has not yet done this and asked for it to be carried forward to the next meeting.

**Action GD**

1384. Minute 1355 - SSE Website Nordic Content. No meeting has yet taken place. RG offered to meet with SJ in the New Year to discuss Nordic website content. SJ urged not only the committee but also any Nordic member to forward their wish lists to him.

**Action RG, SJ and Committee**

1385. Minute 1359 - Snowsafe. RG reported that the information has been sent out to all SSE registered Clubs. Work is continuing on a new Snowsafe update and this is planned to be published in February.

**Action RG**

1386. Minute 1360 - GD to complete a safeguarding self assessment form. This has been done. The Nordic Committee formally adopt all the principles outlined in the Snowsafe document, a copy of which is available on the Safeguarding section of the SSE website.

1387. Minute 1361 - to be addressed as part of 1383 above.

1388. Minute 1364 - Tutor Updates - GD confirmed that she has requested and received approval of funding to cover tutor updates. DG outlined some of the plans for this season's tutor update and the committee discussed some methods of cascading the information gained but without any clear resolution. AP agreed to send in his suggestions as to how this might be done. The item is carried forward to the next meeting.

**Action AP**

1389. Minute 1368 - Links on Website to BNDS. This will be added to the list of website issues yet to be addressed.

**Action RG & SJ**

1390. Minute 1374 - Re-writing of Cross-country Coaching Awards. This remains work in progress.

**Action DG**

### **SSE Update**

1391. Ryan Grewcock confirmed that he is now the permanent liaison officer for SSE.

1392. RG said that it seems likely that the total grant from Sport England will be smaller than in previous years.

1393. RG went on to describe other types of funding including that for satellite clubs. The SSE target is 100 new clubs which each receive a grant of up to £350. 91 have already been set up and he was looking to assist in the setting up of a further 9. Discussion took place as to whether these can perhaps be roller ski clubs in schools. The perennial problem of equipping these groups from only £350 was also discussed.

1394. RG also described ways in which commercial organisations can set up separate internal clubs in such a way that they too can be affiliated into SSE.

1395. Planning for the next Coaches Conference is underway, the likely venue being Castleford. RG is hoping to expand the amount of Nordic content in the next conference and sought ideas as to how this might be done.
1396. Discussion took place on Refresher Courses and how they might be improved but without resolution.

### **Chair's Report**

1397. Prior to the meeting GD had circulated a copy of the Insurance Webinar slides and she highlighted some of the main points including the little known fact that instructors and coaches may earn up to £25K and still be insured under the scheme.
1398. A question from AP sought to clarify the situation in relation to what instruction and coaching SSE Instructors and Coaches can deliver outside the UK and be covered by SSE insurance. Slide 11 of the Webinar indicates that coaches must hold a qualification approved by the relevant coaching / technical committee. DJ reported that she is reviewing the precise wording of instructor awards to ensure the operating scope is clear. AP also asked for clarification with respect to commercial operations and asked for assurances regarding insurance cover for instructors working for them eg. Rollerski.co.uk. RG confirmed that Rollerski.co.uk has its own relevant insurance cover but in any case offered to double check. RG is to seek clarification on these 2 points.

**Action RG**

1399. GD reported on the first of a new Chair's meeting and prior to the meeting she had circulated a copy of the minutes. GD said that there will be two per year whereby the Chairs from all the snow sport disciplines will meet to share common ground, to report on their activities and to receive updates from SSE.
1400. RG drew the attention of the committee to the new governance code for sport and that SSE will need to implement further changes in order to fulfil the new governance criteria. In order to do so, SSE will put in place a workforce strategy to ensure that the organisation puts its support where it is needed. Volunteers will once again be given the opportunity to contribute and to help maintain the website. In addition opportunities to share best practice and to exchange skills between the disciplines will be actively sought. RG will circulate further details.

**Action RG**

1401. AP queried a reference in the Chair's minutes to the requirement for a 2 day First Aid Certificate for those with an on snow qualification. This originated from a request from SSE that the first aid qualification should comprise a 2 day certified course as this is now the norm across snow sports. It was noted that this point had been discussed with the XC Coaching Panel, the SSE office and the NC Chair. As a consequence a concession has been made resulting in a reduction in this requirement to a 1 day course for those with a roller skiing qualification, whilst

bringing into line with other snow sports the on-snow Cross-Country qualification at 2 days. RG agreed to circulate a fact sheet to all instructors and coaches.

**Action RG**

1402. AP referenced an item on the Chair's minutes stating "Looking at developing new tutors so more work can be done going into schools". GD reported that this was an error in the minutes, and that this sentence refers to two separate items: developing new tutors and long term aspiration to do more work with schools.
1403. GD said that some small amendments will be made to the draft budget and this will take the committee's finances up to the end of 2017.
1404. So far as the 2017 roller ski calendar is concerned, GD announced that if no volunteer can be found for Lancaster it may have to be cancelled notwithstanding that this is perhaps the most popular and well attended roller ski event of the year.
1405. GD said that it is hoped to run an Instructor course at Kvitåvatn if a sufficient number of participants can be found.

#### **Telemark Development Committee**

1406. JH announced that once again there will be 3 British Summer Indoor Telemark Races in 2017. Difficulties with the slope at Tamworth have prevented further races being held there.
1407. As part of his elevation to Telemark L4, JH said that he will be attending the British Telemark Championships in France with an estimated 120 entrants. The tutors are hoping to start another L1 Instructors course in the spring if sufficient numbers can be found.

**Action JH**

1408. JH was pleased to report that there is an increase in the number of junior Telemark skiers taking part in the races but that unfortunately the Masters is still the largest and most competitive group.
1409. In response to a question, JH said that Manchester was the only English slope with NTN and a selection of other Telemark equipment to rent although Glasgow now has some NTN equipment. RG said that the slope at Stoke was a possible place to expand Telemark.

#### **Cross-Country Coaching Update**

1410. DJ reported that the Leaders Award is still not quite ready to launch. The on-line training still has to be publicised and clarifications made for insurance purposes.

**Action RG**

1411. For the Proficiency Awards, 1\*, 2\* and 5\* are currently being revised and a new 6\* award is planned to be written. It is hoped that 2 new tutors will be appointed in 2017.

**Action DJ**

1412. DJ said that work was being undertaken to formulate a protocol for reciprocal revalidations under both the SSE and BASI schemes. DJ had undergone a BASI revalidation but had not been assessed. Some concerns have been raised that the SSE qualification may be devalued if skiers' skills were not being assessed. After further discussion, the committee were generally satisfied that in practical terms this was only a remote possibility. In further discussion on refresher courses RG said that more information on the SSE ethos should be included within the course. DJ said that the Coaching Panel will discuss the matter in greater detail and report back at the next NC meeting.

**Action DJ**

### **Any Other Business**

1413. Due to lack of time at this meeting, the item on roller ski helmets is to be carried forward to the next meeting. AP reiterated his view that ski helmets should be worn at all SSE events. This item is for discussion earlier on the agenda at the next NC meeting.

### **To Set the Date and Venue of the Next Meeting**

1414. The next meeting of the Nordic Committee will take place on **Tuesday the 25th April, 2017 at 19.30 hr.** by means of a telephone conference.