

**BRITISH RAFTING**  
**Committee Meeting held on Sunday 9 October 2016 @ LVWWC**

**MINUTES**

In Attendance: Malcolm Ferris-Lay, Wendy Daley, Gill Wayland, Sean Clarke, Charlotte Painter, Dan Daley, Tom Quinn. Via Skype Jess Evans, Sarah Jayne Evans

Apologies for Absence: Luke Dorbin, Kim Snape, Susie Winter, Keith Crockford

**Welcome**

Chair welcomed all those present and gave apologies for absence.

**Minutes**

The Minutes of the AGM held on 18 September 2016 will be submitted for final sign off at the next AGM in 2017.

**Clarification of Roles and Responsibilities**

Sean: As well as the role of Treasurer Sean will lead the website, and British Rafting emails and any other IT matters

Gill: Lead on Welfare and conformity with British Canoeing rules and procedures

Kim: Lead on the setting up and maintaining of facebook, twitter and Instagram with Sean assisting. Also will work with Sean on the website

Keith: Will work with Sean on website.

Susie: Lead on Team Liaison and kit. Will work closely with Jess and Sarah Jane in being responsible for formalising events and the events calendar, ensuring all rafting teams are kept informed of what is available by way of friendly sessions, formal training, international opportunities for non GB teams and one-off training camp for all outside of the UK (Alps or other).

Jess&SJ: Leads on Events and participation working closely with Susie for annual calendar and event planning/logistics.

Charlotte: Lead on Marketing to include brand, logo and promotion

Dan: Lead on Coaching strategy and will work with Tom and Sean formalising coaching requirements, policy and training

Tom: Lead on Coaching performance assisted by Dan and Sean

Phil: Lead on photography

**Logo, Branding, Use of Term GB**

Malcolm checking with British Canoeing to ascertain whether there is any issues with calling ourselves +British Rafting

The Committee agreed that there was not time to make any major changes to the current brand prior to the R4 World Championships and that we would also need to ascertain whether British Canoeing would have any expectations of us incorporating their brand. It was agreed that we should aim for a relaunch of who we are and our brand to coincide with the Japan R6 Worlds in 2017. Committee will promote ideas for the new brand at the R6 selection event at HPP in March 2017 ready for launch with announcements of the selected teams.

Clear guidelines will be placed around the brand and the Committee will look into either updating what we already have or going for something completely different. The brand will have to be flexible to crossover all abilities including those who raft just for fun, GBR teams (World Champs), and those events in the yearly Rafting Calendar (nationally and internationally).

The Committee also agreed that all teams who participate in any R6/R4 GBR selection process do not automatically have GBR status therefore a unique team name will be used for entry and GBR status will be confirmed once the selection process is complete.

### **Communications, Media, PR, Marketing**

Website: Hoops owns BR.com and he will invoice British Rafting for the annual domain charge. Sean is meeting with British Canoeing contact and will finalise the first subset of email addresses under 'britishrafting'. Format for the email addresses still to be agreed but we will ask for 5 in total which will include Chair, Secretary, Treasurer, Web and Rafting. Kim and Susie will take on the Rafting role for the events planning and communication.

Media: Sean will take the lead on all media content for the World Champs in Dubai working with Kim who will co-ordinate twitter/facebook etc.

Mailchimp: This is almost ready to go (just require the @britishrafting email address) and has been handed over to Jess for implementing.

### **Events**

Llandysul 3/4 December 2016: Matt Blue is organizing with Jess assisting. The cost per team will be £300 which will include all paddling, camping, evening meal, lunchtime snack. Exclusive price of £550 has been secured for the booking of the center for the event. A spectators cost per head fee is to be calculated for food and the Saturday night party (Xmas theme). Kim is dealing with the advertising. Online entry to be set up and venue to be change from Matlock to Llandysul. All under 18 teams will receive a 25% discount. Full weekend programme to be included with the online entry. Jess to let Wendy know previous prizes and contributors so a list can be drawn up and new prize givers sourced to ensure the same people are not chasing the same companies.

2017 Calendar: The committee agreed that in addition to the World Cup Event we would plan for four events a year which would rotate throughout the UK. The Selection for the Worlds will take place at HPP so Cardiff, LVWWC, Teeside, Llandysul, Matlock, Tryweryn were to be considered for 2017 and as there are more venues than events those who do not host an event this year will be first on the 2018 calendar. Wendy, Gill and the U23 girls had an excellent training weekend at the Tryweryn and the Centre staff were very keen to be involved more in the future. Wendy proposed that they be consulted and included in the 2017 calendar, the Committee agreed. Jess, Susie and Sarah Jane will start liaison and planning on the type of events, logistics and location. To ensure we are fully inclusive all other locations in the UK offering rafting/suitable for rafting will be sources. Malcolm will make contact with Talc in Cardiff, Jess to look at the Dee and training in Matlock and to our knowledge there is one Irish team 'FLIRT' more information to be sourced on the rafting set up in Ireland. Susie to sound out all clubs, centers and current teams to gauge if there is interest for an annual training camp outside of the UK.

GB Selection: Dan and Tom to formulate a credible selection policy for all teams entering.

### **Welfare**

To bring us into line with British Canoeing draft Codes of Conduct were distributed to the Committee for sign off and were approved. It was agreed these would be implement for the R4 World Championships and will be circulated as an attachment to all team coaches and captains who would take responsibility for relaying these to all team members. The parents of all team members who are under 18 will be required to sign a parental consent form acknowledging they have read the Code. Gill will complete a British Canoeing on-line Safeguarding assessment to complement the Welfare certificates she already holds prior to the Championships and will complete a one day British Canoeing workshop early next year.

Dan pointed out that we also need to have in place an equality and adaptation policy which when available will be circulated to all coaches.

### **Coaching**

Dan and Tom are drawing up a coaching module for selection and performance policy as well as guidelines for coach's minimum qualification requirements and criteria for anyone assisting coaches set up a database that identifies all those who are qualified to coach rafting within the UK and at what level. Paddlesport Leader Award acknowledged to lead and covered flat water only. Draft to be ready for after Dubai and Sean offered to be a guinea pig to ensure British Canoeing accreditation. Dan and Tom also to start setting up a database of all UK rafting coaches.

### **Finance**

Currently there is c. £1,600 in the bank account. All GB teams should have their own standalone team bank account for their private fundraising, Santander offer an account for Sports Teams. The Committee agreed that all committee members start to think about the type of monies they would like to have available for their areas of responsibility.

Malcolm will report back to the Committee at the next meeting on his meeting with the Hatfield initiative team.

### **Kit**

Gill is sorting our temporary T-shirts for club members and GBR supporters and will continue with the existing format until logo and identity have been finalized.

### **Date of Next Meeting**

Suggested that a 1 hour update meeting take place at the Llandysul event.