

## British Orienteering Coaching Committee



**Minutes of the Meeting of Coaching Committee held on Saturday 17<sup>th</sup>  
March 2012 at  
Comfort Inn, Birmingham, B5 4DY**

Present; Lynne Walker Chairman (SOA), Keith Marsden (HH) Dave Rogers (SCOA), Hilary Palmer (EMOA), Don McKerrow (SEOA), Christine Vince (SWOA), Caroline Louth (EAOA), Ruth Lockley (WMOA), Janine White (Administrator), Allan Bogle (NIOA)

### **12/01 Chairman, Welcome and Introductions**

The committee formally recognised Keith Marsden's resignation as Chair of the committee and accepted Lynne Walker as the new chair of the Coaching Committee.

The Chair welcomed Allan Bogle in his capacity as Coaching Representative for NIOA to his first meeting and thanked Raymond Finlay for his contribution over the years.

The Chair would like to express the committee's gratitude for the work and contribution that KM has made to coaching as chair.

### **12/02 Apologies for Absence**

Nev Myers (YHOA), Jon Carberry (NWOA), Jim Clarke (BSOA), Michael Garratt (NEOA), Mark Saunders (WOA) Philip Baxter (Board Director)

### **12/03 Declaration of Interest**

The chair reminded committee members to complete Declaration of Interest for 2012. JW follow up on any outstanding declaration.

**Action; JW**

Committee members requested to declare any personal interest if the need arose during the discussions.

### **12/04 Minutes of last meeting for approval**

The minutes of the last meeting were approved. See British Orienteering web site;  
[http://www.britishorienteering.org.uk/images/uploaded/downloads/governance\\_minutes\\_coaching\\_12\\_11\\_11.pdf](http://www.britishorienteering.org.uk/images/uploaded/downloads/governance_minutes_coaching_12_11_11.pdf)

### **12/05 Matters arising not covered by the agenda**

#### **Club Coordinators Qualification Access**

All representatives are to check that their club coordinators have access to the qualification section and inform JW of any problems or amendments needed.

**Action: All**

#### **Qualifications database**

JW to provide the committee with a list of learners yet to complete and deadlines for completion.

**Action: JW**

JW to provide the committee with the financial implications of extending learners who have not met the deadline.

**Action: JW**

The committee agreed to revisit this topic at the next meeting.

HP agreed to look for more Internal Verifiers for the new Coach Education Qualifications (AAVRA, CAVA, AIQA) to lessen the reliance on MH in the future. HP will report back to the committee at the next meeting.

JW to provide the committee with the annual list of coaching statistics for the next meeting.

**Action: JW**

### **Coaching Operational Plan Update**

The strategic plan is currently under review and will be taken to the next Board Meeting. MH to discuss with LW and KM.

### **Hockey 504 model**

LW and MH are looking into this and will feedback to the committee at the next meeting.

**Action: LW, MH**

### **British Orienteering Website**

Discussion arose about the British Orienteering coaching pages of the website. LW to approach Mick Garrett to lead a small team to look at reviewing the documents, layout of the coaching pages and inform British Orienteering of any amendments and/updates.

**Action: LW**

### **12/06 Feedback from the Board**

The Board would like to express their heartfelt gratitude to KM for all his hard work as Chair of the Coaching Committee.

The Whole Sport Plan submission deadline is fast approaching. Sport England funding bid influence is far reaching. The funding available is a vital enabler to Development and Talent programmes. PB asked the committee to look at the Whole Sport Plan draft on the website and to submit any comments by the 23<sup>rd</sup> March.

The committee would like to express that they would be happy to offer any comments on the draft when it becomes available.

PB asked the committee to provide a business plan in light of the new governance structure. The committee wished to express the view that volunteer hours are not being replaced in the new structure and consequently there are a number of on-going issues that are not being dealt with. If the Coaching Committee is disbanded then this will affect the amount of volunteer hours driving coaching programmes such as Continuous Professional Development (CPD), UKCC and qualifications and licencing which British Orienteering staff currently are unable administer effectively due to staff time and competing workloads. It is the opinion of the committee that a vital link between British Orienteering and the regions will be lost.

LW to write a paper on the future of the committee and circulate for discussion with the Board.

**Action: LW**

### **12/07 Whole Sport Plan 2012**

LW read on MH behalf the update on the Whole Sport Plan 2012.

It was noted that there is disconnection between what is driving paid staff and what is driving committees. EN's role on the committee was discussed as it was unclear in what capacity EN attends the meetings; as a member of the committee or as a British Orienteering representative. EN remit as Development Manager in relation to Coaching was also discussed.

## **12/08 Continuing Professional Development (CPD)**

Regional representatives are to ask coaches to send in their coaching logs as part of the 1 year review. KM to send CPD reminders to regional representatives.

**Action: KM**

It was agreed that completion of the log is mandatory and failure to complete the coach would no longer be licensed

It was agreed that the Regional Representative can assess coaches logs and sign off a coach as complete. Regional representative are to bring their logs to the coaching committee for assessment.

The committee agreed that if the log can show that the coach has achieved 30 points in each category then the potential coaches can be signed off as completed for the next 3 years.

LW to send JW the log document to be put on the website.

**Action: LW**

Any problems or queries regarding CPD are to go to LW.

The committee agreed to revisit this topic at the next meeting.

Discussion arose about how best to encourage coaching. AB to discuss with HP different ways to increase coaching within NIOA. Two major themes were identified from the discussion:

**Action: AB, HP**

- Newly qualified coaches should be encouraged to deliver by assisting with coaching sessions first as a way of building confidence.
- A more targeted approach should be used when contacting coaches.

## **12/09 Coach Education**

### **Coach Education Courses**

The committee expressed their concerns at the number of UKCC courses cancelled within the last three months. It was reiterated that Wales and Scotland have also experienced a fall in numbers of coaches wishing to attend coaching courses. The committee discussed practical ways in which to increase participation on the courses and believe that coaching representatives play an important part in identifying need and encouraging participation. It was agreed a more proactive approach was needed.

The coaching schedule dates that EN produced were not made in conjunction with availability of coach educators. It was suggested that for next year the schedule and the procedures could be altered to improve participation on courses.

For the next meeting the committee will come up with a list of possible dates for coaching courses that may be more appropriate for 2013.

**Action: All**

### **Teaching Orienteering Course (Tutor Qualification)**

The Development programme have updated the tutor qualification for Teaching Orienteering. AB offered feedback on the pilot in Northern Ireland. The qualification now offers a fast track option for teachers. Part of the orientation is to observe the course and deliver a small part of the course (observed).

The committee would like to express their frustration at the length of time this has taken to complete.

LW is awaiting feedback from EN and will feedback to the rest of the committee as soon as the information becomes available.

**Action: LW, EN**

The Teaching Orienteering power point will be updated by AB and reviewed at the next meeting.

**Action: AB**

### **UKCC L1 and L2**

The issue of maps was discussed and it was agreed JW will supply maps electronically (on CD) to Coach Educators once the maps have been decided and sourced.

Regional representatives are to send KM maps for TD1-3 for use at L1. JW will send out to all learners as part of resource packs.

The committee are to receive feedback from coaches who hold a UKCC L1 and report their findings at the next meeting. It was noted that whilst changes can be made to the qualification, any that are far reaching will require re-endorsement through 1<sup>st</sup>4sport.

### **UKCC L3 Update**

KM updated the committee on the success of the pilot. As a result the main changes that have occurred are a change of session time. The first assessment was in February.

All documentation is currently being modified. KM to send JW the amended documentation.

**Action: KM**

Dates for the UKCC L3 are now available on the website. The costing for this has been prepared. It was suggested that some of the sessions could be open to coaches who are not on the course to attend as part of their CPD.

### **e-learning**

The e-learning site is currently being tested and will be available shortly.

### **Mentoring (post course and pre final assessment)**

The committee agreed that coaches should be mentored at UKCC Level 2 and Level 3. The quality of the coach is dependent on the mentoring received. The committee are reluctant to go ahead with a mentoring qualification but agreed to put mentoring good practice and guidance on the website.

All mentoring papers to be sent to LW

**Action: LW**

### **12/10 Coaching days.**

There has been high attendance and have been successful.

## **12/11 Coaching Conference**

The committee would like to thank all presenters at the 2012 conference.

After consulting the feedback from this year's conference a provisional date for the 2013 Coaching Conference is the *18 - 20 January 2013*). Any committee member interested in organising next year's event should inform LW ASAP.

Suggested topics for next year's conference should be sent to LW.

RL to send JW details of an alternative venue to Lilleshall Hall

**Action: RL, JW**

The committee agreed to revisit this topic at the next meeting.

## **12/12 Reports from Regions**

It was agreed that all members of the committee who have written a report are to circulate them to the rest of the committee.

**Action: All**

A discussion arose about the content of the regional reports and AB NIOA newsletter was used as an example of good practice.

## **12/13 TrailO**

CV updated the committee on the World TrailO Championships.

## **12/14 Any other Business**

No other business

## **12/15 Next Meetings**

Date of next meeting agreed as 11<sup>th</sup> June 2012

Chair thanked all those in attendance. The meeting closed at 4pm.