

**National Coasteering Charter – Coordinating Group Meeting**

**Wednesday 2<sup>nd</sup> December 2020**

**Location: online via Zoom**

**Time: 6.30pm to 8.15 pm**

**Attendees:**

Jethro Moore – Chair & West Wales  
 JP Eatock – Vice Chair & Cornwall  
 Mark Agnew – Treasurer & South Devon  
 Dave Slade – Secretary & Scotland  
 Jess Gundry – Dorset  
 Greg – North Wales  
 Matt Upward – North Devon & Somerset  
 Owen – Dorset & Isle of Wight  
 James Batchelor – Royal Navy rep for Dorset, Isle of Wight, Devon & Cornwall  
 Sam Hughes – water safety team RNLI  
 Alan – east of Scotland  
 Cleopatra Brown – Pembrokeshire  
 Rosa – Cornwall  
 Clair Eatock – University of Exeter  
 Jey Massingham – Cornwall  
 Mark Richards (Baggy) - North Wales  
 Kerry Davies – South Wales

**Agenda:**

1. Welcome & apologies
2. Previous minutes and matters arising
3. Incidents and near miss reporting
4. Communications – website, Facebook etc
5. AALAs, SLSGB, RNLI, etc feedback
6. Regional minutes feedback
7. Membership in the current challenging situation
8. NCC guide award
9. Appointment of regional trainers
10. Any other current business

Meeting chaired and all welcomed by JP Eatock

**Apologies:**

Ash Hole  
 Mark Garland  
 Lloyd Murray

**2. Previous minutes on 6<sup>th</sup> December 2019 at Anglesey – focus on actions**

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| Google drive for shared docs | In situ and working well |
| Working group                | Looking at various items |

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| Mailchimp – member management software | Member mojo - List of members on board loaded this year with membership automated database working well at the moment with scope to do other stuff |
| Roles up for re-election               | Done at AGM  |
| Facebook page                          | Up and running and working   |
| Treasurer voted back in                |  |
| Dorset meeting                         | At symposium Jess and Owen brought on board and Dorset & Isle of Wight have joined forces to be one region   |
| West Scotland & Northern Ireland       | In process of being looked at as there is no NI rep  |
| Timesheet                              | This has not happened for all roles as they are voluntary at present apart from the treasurer who is paid for 3-4 days per year                    |
| Working group                          | Guide award has been ongoing over the last few months  |
| Proposals went through                 |  |
| Regional updates went through          | Actions = not many about incidents that happened & lessons learned   |
| Any other business                     |  |

Any questions?

JP explained the role of the regional rep and how important how this helps at a national level, the regional rep is voted in by their peers, they organise meetings twice a year – or a minimum of one – and need to take minutes and the actions coming out of the meeting and fed back nationally, ideally two weeks before national meeting. Regional members will need to know when to come on board whether through zoom or face to face coasteering

JP took over chair of meeting due to technical issues, – screen share of last minutes

### 3. Regional Reporting

What lessons have been learned and when we have an incident, or an accident log it at a national level so the RNLI can track and coastguard agency can track the link on the website. This provides better data to support us as providers and if clients go to court this will make a case, this should be done religiously as the reps are spread out

ALL REPS to share at Regional level:

At what level does it push it to a major incident and at what level do you want us to kick in reporting on the website?

MA - If it was logged as an incident then report it, if your guys deemed it an effective log as that event gives better data and stronger rep accidents

JP – patterns from this data are seen regionally and nationally and held by a third party and shared to the RNLI, we will go around and be as honest as possible these should be in the minutes taken at your regional meeting

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| <p>Jay/Rosa – Cornwall</p>            | <p>Two dislocated shoulders both had previous injuries there, one jump from 8m and one from 5m – lesson learned expect this if previous injuries have been declared – one had not been declared</p> <p><b>Lesson – people are not declaring injuries</b></p> <p>Two clients less flexible &amp; larger found hard to walk slipped footing close to edge of cliff with slippery grass &amp; big cliffs – beach shoes were raised not to wear beach shoes &amp; not allow them out in these but must wear trainers.</p> <p>One winded from jump at height</p> <p>Ladies with false nails – a 2/3 ft jump grabbed for buoyancy aide sliced her nose – <b>lesson learned file down nails or take off extensions</b></p> <p>Anxiety attack – from nerves and heat</p> <p>10-year-old needed fluid to keep going snacks taken</p> <p>4 rescues of general public from coast provider in two different locations one from a group following the coasteering session and had to be rescued: another beach party coasteering</p> <p>General public coasteering happening around Cornwall without providers</p> |
| <p>Mark – South Devon</p>             | <p>Very busy in South Devon area with less able clients which fits the demographic shift in type of clients</p>   |
| <p>Baggy &amp; Greg – North Wales</p> | <p>None reported</p> <p>Refer back to the website for reporting system not that there were not any accidents, but they don't get flagged up.</p> <p>Thank you for your honesty, try and open up to share and learn stuff that we fail at</p>  |

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| <p>Cleo – Pembrokeshire</p>                     | <p>How we class an incident or an accident is not when the ambulance comes out but the little things leading up to it, we need to see them before they become major</p> <p>Not many at the regional meeting and none to report off top of head – lots of near misses involving tourists people following and fishing them out but not sure where</p> <p>Point – need to raise awareness</p> <p><b>ALL REPS:</b><br/>         Make that part of what you report. There is a growth around country of rescues for non-commercial participants, as guides are in areas with no lifeguards. If possible this data via accident reporting should be captured and shared with the regions, to show the great work and service the guides are undertaking.</p> |
| <p>Jet</p>                                      | <p>Nothing reported</p>   |
| <p>Jess Gundry – Dorset</p>                     | <p>One girl had previous surgery on knee fine for most of session one jump did one breaststroke with legs and popped a ligament with one stroke, lifeboat called out</p> <p>VHF problems with low power in Dorset</p> <p>General public not used to the outdoors, one elderly lady passed out was not carrying water walking on a strenuous path, our vehicle carried her to where the ambulance could pick her up, National Trust talking about grading walks around Dorset</p>  |
| <p>Owen – Isle of Wight</p>                     | <p>Nothing to add</p>   |
| <p>Dave</p>                                     | <p>Flagged up problems when wet with certain radio and details of the model were provided in the chat and will be circulated with the minutes</p>   |
| <p>Matt Upward – North Devon &amp; Somerset</p> | <p>Safe like Pembrokeshire have had incidents reported in previous years, nothing major this year in general people have slipped and cut hand some on sharp rocks and shale or edges not reported in ref; quite a few barnacle grazes</p>   |

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| <p>South Devon</p>                     | <p>One incident – young man taken ill halfway through coaster just unfit towed back in and fine when got back and sorted him out</p>  |
| <p>Dave &amp; Alan - East Scotland</p> | <p>One asthma/panic attack on long cage swim &amp; dealt with promptly by the guide kept in pocket</p> <p>Group observed from close by not part of NCC led activity higher than standard jump resulted in damaged knee – there is a need for that cap if jumps get higher and higher and more injuries occur if jumps get higher definitely an organised group, but details not known</p> <p><b>ALL REPS:<br/>       Observation: with asthma inhaler shove it in the crook of the shoulder to give the person back the responsibility of using it when required – not the powder-based inhaler</b></p> |

#### 4. Communications

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| <p>Website</p>  | <p>Working well &amp; needs updating all welcome to put together and submit content<br/>       Hosted by Heha who has been working in the group meetings</p> <p>Comment – takes too many clicks to find</p> <p>If outdoor centre not listed &amp; flagged let MA know to update – this should be easier with the database in place</p> <p>A lot of current info is found on Facebook rather than website – this is under ‘important docs’ not news section</p> <p>Suggestion – need a news section? is it needed rather than show out of date one – don’t kill the page direct them to important docs section?</p> |
| <p>Facebook</p> | <p>Posts monitored only a couple taken down over last few years, anyone can join and help improve</p> <p>Regional Facebook pages discussed decided Cleo and Greg to discuss and set up with Admin</p>  |

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|  | rights etc & Cleo to become Facebook 'overlord' |
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### 5. AALAs, SLSGB, RNLI, etc feedback

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| Sam Hughes, RNLI | <p>End of year data not available yet</p> <p>Regional safety leads asked about incidents – nothing came back</p> <p>They are split into 6 regions – link to your region for support</p> <p>Busy year for RNLI due to less lifeguards due to COVID-19 and large numbers of people visiting beaches &amp; coastline</p> <p>Launches this winter are for open water swimming but not linked to coasteering</p> <p><b>These are to be sent to Dave to circulate on Facebook</b></p> |
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### 6. Regional Minutes feedback

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| Matt Upward            | Nothing other than the big ratio  |
| Alan & Dave – Scotland | No  |
| Cleo                   | Minutes not available   |
| Jet                    | Nothing majority of meeting about the award   |
| Rosa & Jey             | No  |
| Jess & Owen            | No  |
| Baggy & Greg           | <p>National Trust does anyone have experience with other NT users paying to cross their land</p> <p>England – pay per head fee on top of rent but varies regionally</p> |

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|                    | <p>JP has contact with NT activities person can contact if needed</p> <p>Comment – NT are £200 million down on usual income &amp; looking for partnerships that will involve money</p> |
| Ceri – South Wales | No   |
| Mark – South Devon | No   |
|                    | Ratios carried out in different nations noted  |

### 7. Membership in the current challenging situation

- Current membership 172
- £50 for company or provider
- £10 for an individual
- £25 for an associate

Slide shared for regional breakdowns

Associate = aimed at people/companies who are not providers, and believe in promoting us to their members showing that the NCC practise safe coasteering e.g. Insurance companies

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| Finance – in bank | £11,500 just over |
| Expenses          | £741 this year    |

### 8. NCC Guide Award

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| Guide Award | <p>Working group put together as it can now go ahead with support like Claire to move forward</p> <p>Each region has put people forward to be first intake of trainers and assessors. All applications have been looked at by working group not all met the criteria matrix system</p> <p>Unsuccessful applicants have been spoken to and advised what needed to bring up to standard and develop areas</p> <p>Not every region put people forward</p> |
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| <p>North Devon proposed two people – one is successful are we allowed to know about unsuccessful one?</p> <p>Is there a plan to let members know who has been selected and approved?</p> <p>If someone has an action plan in place can we tell our members?</p> | <p>Applications were male dominated</p> <p>Female trainers &amp; assessors are needed</p> <p>Standardised fees will be applied</p> <p>Yes, have a chat we need transparency and fairness</p> <p>As soon as finalised will send out to regional reps to share</p> <p>Needed to speak to applicants first before this happens</p> |
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| <p>Claire</p> | <p>Student group created 10 question online survey about the award with a grant – working group agreed</p> <p>Can NCC distribute?</p> <p>Create an email to send out to whole membership database?</p> <p>Share on Facebook – page created ‘Freelance Outdoor Instructors UK’</p> <p>Agreed Claire to create email but send once Request to send far and wide more data</p> <p>Closing date end December for results to be produced by Spring</p> <p>Take 5 minutes with option to do phone interview with student directly</p> <p>Use same survey every year for long term data</p> |
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### 9. Appointment of regional trainers

Committee roles up for re-election:

- Chair
- Vice Chair

No one put themselves forward

### Any Other Business

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| <p>James Batchelor</p> | <p>Thanked all for letting him observe and what he heard is what he is looking for in delivering this activity in a safe way</p> <p><b>Committee to decide if the Navy can have their own REP on the NCC.</b></p> |
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