

**MINUTES OF THE SCOA COMMITTEE MEETING, 16th SEPTEMBER 2010
HELD AT THE FRIENDS MEETING HOUSE, NEWBURY.**

Present

Mike Bray -	SN	Chairman & Club Rep	
Caroline Ford	SOFA	Secretary & Club Rep	
Jerry Newcombe	BAOC	Treasurer	
Richard Sharp	TVOC	Fixtures Secretary	
Katy Stubbs	BKO	Technical Officer	
Liz Yeadon	BKO	Development Committee Rep & Club Rep	
Dave Rogers	BKO	Coaching Officer	
Allan Farrington	BAOC	Club Rep	
Andy MacGregor	BADO	Club Rep	
Alan Yeadon	SARUM	Club Rep	
Mike Forrest		BOF Liaison officer	In attendance

876 Apologies

Apologies were received from:
Denise Harper BKO Sports Council RDO
Colin Hicks – SOC Club Rep

877 Minutes of the last Meeting

- The minutes of the meeting held on 24th June 2010 were accepted as a true record.

878 Matters Arising

- Para 858 – Colour Coded Badges. It was agreed to purchase 2 years supply of colour coded badges (White, Yellow and Orange). **Action: Liz Yeadon & Jerry Newcombe.**
- Para 868 – Club Coaches. It was suggested at a previous meeting that SCOA apply for a Development Committee grant to raise the baseline number of club coaches. It was agreed that Dave Rogers should email clubs asking how many coaches they have and how many they ideally need. Once numbers have been collated he should then liaise with Jerry Newcombe to put together a proposal. **Action: Dave Rogers, Jerry Newcombe**
- Para 871 – Grade 1 Controllers. There has been no response from clubs regarding the call for more Grade 1 Controllers.

879 Chairman's Report

- BOF Liaison - The Chairman introduced Mike Forrest to the meeting. He is a Director of BOF (and treasurer) and has been allocated to be the SCOA liaison representative on the Board.
- JK 2013 – A co-ordinator is still to be found.
- SHI – Accommodation has been arranged at Sandy Balls. Mike Forrest confirmed that the event is subject to a BOF levy.

880 Secretary's Report

- There was nothing to report.

881 Treasurer's Report

The treasurer's report was distributed with the agenda. Points of particular note were:

- Bank balances – these currently stand at £6,727.
- Grants - The following grants were agreed:
 - Tim Sands – Grade 1 Controller expenses.
 - Osbourne – Level 2 Coaching Course (£77) provided he delivers 15 hours coaching to squad and/or clubs.
- Major Events Partnership Agreement - BOF have published a Major Events Partnership Agreement. The treasurer had two initial concerns: no expenditure may take place before a budget has been approved by BOF; and three quotes must be obtained for all major expenditure which may produce some difficulties, particularly if BOF insist on taking the lowest quote. Mike Forrest was able to allay the concerns by commenting that only an outline budget was required initially and BOF does not have a policy of accepting the lowest quote.
- BOF Insurance – Clubs were reminded that, in order to qualify for BOF Insurance for an event/activity, they must keep a list of all helpers who do not run and obtain the address of all non-BOF members who take part (including all members of a group). This information must be kept for 5 years after the event or activity. **Action: Club Reps.**
- SCOA Levy - As requested at the AGM, a paper and spreadsheet has been produced showing the effects of various options for the SCOA Levy. Mike Forrest informed the meeting that BOF are aware that their levy system is complicated and so he is writing a clarification paper for the board which, if accepted, will be promulgated to clubs. It was agreed, therefore, not to change the current SCOA levy system until changes to the BOF levy system had been promulgated.

882 Fixtures Secretary's Report

The Fixtures Secretary's report was distributed with the Agenda. Additional points were:

- Masters UK Cup – A BOF paper setting out some ideas to start the debate about a possible Masters UK Cup was distributed to club reps. Clubs are invited to make suggestions based on the purpose of the competition, that is a UK Cup for veterans. Suggestions are to be passed to the Fixtures Secretary as soon as possible and ideally by mid October 2010. **Action: Club Reps**
- SCOA Fixtures Conference – the next conference takes place on 5th October 2010 in the Friends Meeting House, Highfield Avenue, Newbury commencing at 7.30 pm. The agenda has been issued. **Action: Club Reps**

883 Junior Squad Manager's Report

The Junior Squad Manager's Report was distributed. Points of particular note were:

- New Squad manager - The SCOA committee wished to convey their thanks to Craig Blackford (BADO) for taking over the squad manager's role. **Action: Dave Rogers.**
- BOF Squad Managers Meeting – the next meeting is due to be held in Sheffield on 16th October 2010. The funding of the Hawkshead weekend will be discussed.
- It was noted that Barossa is embargoed and therefore another venue will have to be found for the squad activity on 2nd October 2010. **Action: Dave Rogers.**

884 Coaching Officer's Report

The Coaching Officer's Report was distributed. Points of particular note were:

- Dave Rogers will attend the BO Coaching Committee meeting on 9th October 2010. The main items of discussion will be the proposed future developments in Coaching and the future funding of British Orienteering.

885 Technical Officer's Report

The Technical Officer's Report was distributed. Points of particular note were:

- Rules Group – The next meeting is 23 October where it is expected that Rules etc will be revised for the implementation of the new 4 tier event structure.
- The Safety and Welfare module –
 - The module was piloted on 19 June 2010 and was well received. Suitable dates for SCOA were discussed and 20th November 2010 seemed to be the most suitable date but will be confirmed. **Action: Katy Stubbs**
 - Clubs were asked to encourage maximum attendance as it is likely that it will soon be compulsory for organisers to have completed this module. **Action: Club Reps**
 - Mike Forrest was asked if BOF could issue a letter, emphasising the importance of attending this module, to all clubs. **Action: Mike Forrest.**

886 Development Committee Rep Report

The Development Committee Rep's Report was distributed. Points of particular note were:

- Service to Orienteering awards - A new round of awarding Service to Orienteering Awards will happen in the Autumn.
- Phase 2 consultation for the Competition Review - Clubs should continue their feed back to the committee if they have not already done so. **Action: Club Reps**

- Event structure - Modifications for implementation of the new 4-level structure continue.
- Good Practice - The next meeting of the Development Committee is on Saturday 25th September 2010. Clubs are urged to pass any items of good practice or new developments to Liz Yeadon by 19th September 2010. **Action: Club Reps.**
- Awards for juniors – there is growing concern of the lack of awards for juniors following the demise of the Colour Coded scheme.

887 Sports Council Regional Development Officer's Report

The RDO's Report is to follow.

888 Any Other Business

- **Review of AGM Minutes** – It was agreed that communications to SCOA club members be an agenda item for the next committee meeting. There were no other outstanding actions. **Action: Caroline Ford.**
- **TVOC Schools League** – Information was distributed to Club Reps.

889 Dates of Next Meeting

2 December 2010 and 3 March 2011. The venue for both meetings is the Friends Meeting House, Highfield Avenue, Newbury commencing at 7.30 pm.

Action: Caroline Ford.

C E Ford
SCOA Secretary