

MINUTES OF THE SCOA COMMITTEE MEETING, 21st JUNE 2012 HELD AT THE FRIENDS' MEETING HOUSE, NEWBURY

Present

Alun Jones	TVOC	Chairman & Club Rep
Katy Stubbs	BKO	Technical Officer & Club Rep
Dave Rogers	BKO	Coaching Officer
Liz Yeadon	SARUM	Development Committee Rep
Terry Smith	SOC	Club Rep
Alan Yeadon	SARUM	Club Rep
Jerry Newcombe	BAOC	Club Rep
Caroline Ford	SOFA	Club Rep
Scott Collier	BO	SCOA Liaison

985 Apologies

Apologies were received from:
Richard Sharp (TVOC) Fixtures Secretary
Ian Webb (JOK)
Mike Bray (SN)

986 Minutes of the last meeting

The minutes of the meeting held on 15th March 2012 were accepted as a true record.

987 Matters arising

- a. **Paragraph 949d:** On the BO website a drop down menu for further information on clubs presented inconsistent data. This is because the “further information” is based on the information a club provided to BO in 2007. However the club contact details are based on the annual return.
- b. **Paragraph 956a:** Terry Smith agreed to take on the action of providing SCOA Website content on Sprint-O. **Action Terry Smith.**
- c. **Paragraph 956c.** SCOA League Inter club competition. Jerry is investigating if this competition could be of a similar format to the Military League (South) competition using SCOA League data. He agreed to approach Ken Ricketts, the SCOA League organiser, regarding the data and at the same time reassure him he is not being asked to organise the inter club competition. **Action: Jerry Newcombe.**
- d. **Paragraph 962a:** It was agreed that the SCOA league for 2012 to 2013 contains an additional course, Short Green.
- e. **Paragraph 966:** Committee e-mail distribution list. Jerry agreed to look at what Google groups and Yahoo groups offered by way of simplifying management of the SCOA committee e-mail distribution list. **Action: Jerry Newcombe.**
- f. **Paragraph 971c.** JK Website. There are two sites available (JK13.org.uk and JK2013.org.uk). Both sites need pointing towards the BO JK website. **Action: Alun Jones.**
- g. **Paragraph 972b.** Streamlining SCOA Prize-giving. A working group has been formed to tackle this issue. **Action: Alun Jones, Alan Yeadon, Liz Yeadon and Jerry Newcombe.**

- h. **Paragraph 979b.** Scouts & Guides. It appears that there is not an easy way of cascading information to local scouts and guides groups via their national organisations. Clubs are to be advised to make contact locally. **Action: Liz Yeadon.**
- i. **Paragraph 980c.** Volunteers. Colin Hicks agreed to email the job spec to committee members. Terry agreed to follow up the action. **Action: Terry Smith.**
- j. **Paragraph 982a.** The post of deputy chairman has been deleted from the list of committee posts on the SCOA website.
- k. **Paragraph 983b.** The provision of insurance is unclear for mappers mapping an area which is not, at the time of mapping, registered as a venue for an event. Advice is to be sought from BO. **Action: Scott Collier.**

988 JK2013 progress report

See report distributed prior to the meeting. Points to note:

- a. **Permissions.** Outline permission has been granted and a quote for the use of Whiteknights (University of Reading) for the JK Sprint has been received. They are able to park vehicles on site. An invitation has been sent out to mappers for mapping to be complete by the end of September.
- b. **Accommodation.** There is an outline agreement to use Leighton Park School adjacent to Whiteknights for accommodation, to include camping and facilities for the BO AGM and other rooms/halls.
- c. **Budget.** Work continues on the draft budget. Further direction from BO is expected following their June board meeting.
- d. **Publicity.** A publicity “postcard” was circulated at this year’s JK and some other large events. A further leaflet is in draft for circulation to summer events in the UK and overseas.
- e. **Contractors.** The major contractors for entries and results have been identified. Michael Napier has been selected to provide the results system and SI Entries has been selected to provide the online entries & start lists system.
- f. **Officials.** The following officials are still required:
- Enquiries Team Leader(s) 2 or 1 plus deputy
 - Second Start Team Leader with 2 x deputies to be appointed later
 - Events Centre Manager
- Clubs are asked to think about whom in their clubs would be suitable for these roles, based on experience and ability. **Action: Club Reps**
- g. **TrailO.** Following discussions at the Events and Competitions Committee and subsequently the Board, the British Orienteering policy is for TrailO to be provided in conjunction with the JK Festival. How this is going to be accomplished is yet to be agreed.
- h. **Newsletter Update.** Katy agreed to produce a newsletter update to be promulgated to club members. **Action: Katy Stubbs**

989 Chairman's report

SCOA Relay Championships.

SCOA Relay Championships were held this year for the first time. They were hosted by SN, in conjunction with the SEOA relays. Entry numbers from SCOA for the various classes were as follows (with SEOA entries in brackets):

Open	7 (13)
This included	1 (2) women only teams, and 1 (1) junior only teams (I think)
Juniors	1 (2)
Handicap	7 (13)

It was agreed to continue with a SCOA Relay Championships however the venue for the SEOA Relays in 2013 is Dartford and therefore not suitable for co-hosting the SCOA Relay Championships. It was agreed to look at hosting the relays in conjunction with a SWOA relay event and also to review the rules.

Action: Liz Yeadon and Jerry Newcombe.

It was agreed that the SCOA Relay Championships results should be displayed on the SCOA website.

Action: Alun Jones.

990 Secretary's report

a. Nothing to report.

991 Treasurer's report

See report distributed prior to the meeting. Points to note:

a. **Accounts.** Bank balances currently stand at £4,134.

b. **Grant Request.**

- Dane Blomquist (BAOC) – Selected for European Youth Orienteering Championships, athlete's contribution £200 (including compulsory training weekend), grant paid £100.
- Peter Bray (SN) – selected for Junior World Orienteering Championships, athlete's contribution £150, grant paid £75.

c. **Junior Squad.** The Junior Squad have requested funding of £650 this year to cover the period from September 2012 – June 2013.

d. **EOC.** There has been a significant increase in EOC levy this year from £452 to £676 due to the withdrawal of all Sport England funding. It was noted that if the levy were reduced it would probably result in an increase in individual requests for grants from SCOA. Due to the monies involved SCOA should aim to have representation at the EOC annual meeting.

e. **SCOA Levy.**

It was agreed that the SCOA levy system should mirror the BO levy system if practicable, hence being a charge per competitor (with juniors counting as one third) rather than the current SCOA basis of a charge per competitor only where the number exceeds 100. The committee has the power to change the levy system to this basis if

the clubs feel it would be simpler than the current system. Jerry agreed to produce some figures for comparison, for discussion at the September meeting. Scott also agreed to seek clarification on whether a levy is applied to non competitive second runs. **Action: Jerry Newcombe and Scott Collier.**

It was suggested that the Regional levy could be managed through the BO levy system, if both systems were based on the same criteria. Scott agreed to look into the feasibility of this suggestion. **Action: Scott Collier.**

992 Fixtures secretary's report

See report distributed prior to the meeting. Points to note:

a. **SCOA League.** The 2011/12 season has concluded after 11 events, with the final two events originally on the schedule having been cancelled. There are currently only 4 events scheduled for the 2012/13 season. It was acknowledged that the increase in urban events, which are not eligible for the League, may have had an impact on the number of events available. Clubs are asked to put forward suitable events for the League. **Action: Club Reps.**

b. **SCOA Championships 2013.** Candidate events are the Concorde Chase 27/01/13, Chiltern Challenge 10/02/13 and November Classic 03/11/13. The three most recent host events have been organised by SARUM, TVOC and BKO. Terry agreed to confirm whether SOC would be prepared to host the SCOA Championships at the November Classic. **Action: Terry Smith**

993 Junior Squad Manager's Report

See report distributed prior to the meeting. Points to note:

- a. Since March 2012 the Junior Squad held 2 training sessions and attended 2 competitions.
- b. 3 new juniors joined recently (W14, 2 x M12).
- c. The squad attended the Midlands Championships on 11th March, as well as the urban race the day before. A good time was had by all who attended.
- d. The squad took part in the Army Harris relay race at Butterwood – 4 teams were entered – In a very close race the squad teams finished 1st, 3rd, 6th and 10th out of 17 teams entered in the short race.
- e. A team of 17 juniors has been selected from the squad to attend the JIRCS at Sandringham in June.

994 Coaching officer's report

See report distributed prior to the meeting.

- a. The SCOA Coaching Officer attended the British Orienteering Coaching Committee meeting on Saturday, 17th March 2012. The minutes can be viewed at http://www.britishorienteering.org.uk/images/uploaded/downloads/governance_minutes_coaching_17_03_12%20V4.pdf

- b. A two day first aid course has been arranged by Keith Marsden (HH) for 15th and 16th September 2012 at Longridge Scout Centre, near Marlow. SCOA (3) and SEOA (6) coaches have already signed up. Limited places (3) are remaining and any interested coaches should contact Keith at keith@familymarsden.org
- c. Coaching Course uptake appears to be slowing down.
- d. Coaches will be offered a one year review of their CPD plans.

Action: D Rogers.

995 Technical officer's Report

See report distributed prior to the meeting. Points to note:

a. **Controller's Course.** A Grade C Controller's Course was run on 17th March at Silchester. There were 6 attendees of whom Craig Blackford (BADO) and Kieran Devine (SOC) have applied to be appointed to Grade C controller. Both have met the criteria and have endorsements from their club and another controller. The committee agreed the appointments.

b. **Introductory Organiser's Course.** The current intention is to hold an Introductory Organisers course for SN in September 2012. Katy Stubbs said she hoped that the course would be open to participants from other clubs providing there are spaces. **Action: Club reps**

c. **SCOA League Courses.** It was agreed that the SCOA League for 2012 to 2013 contains an additional course, Short Green. This course has a course length ratio of 0.30 and is midway in length between the Short Green and Very Short Green courses offered at larger events. Katy agreed to issue guidelines to clubs.

Action: Katy Stubbs

d. **Yvette Baker Trophy.** TVOC are hosting a round of the Yvette Baker Trophy at their event in Kingswood in October 2012. To increase the Technical Difficulty of the area it has been suggested that maps would not have the paths marked and this fact would be advertised in the relevant literature. Following some discussion it was agreed that all Yvette Baker Trophy competitors should have a map with the paths marked. **Action: Alun Jones.**

996 Development Rep's Report

See report distributed prior to the meeting. Points to note:

The Development Committee meeting to be held in June was cancelled. There appears to be a lull whilst the Whole Sport Plan is being drafted.

997 Communications

There was nothing to report.

998 Updates from British Orienteering

a. **Whole Sport Plan.** The Whole Sport Plan (WSP) for 2013-17 has been submitted to Sport England, but work needs to be done to communicate its contents to members. The funding announcement from Sport England is due in December 2012. It could lead to a commercial partner delivering targeted orienteering activities on behalf of British Orienteering, and there remains a risk of funding being awarded directly to a commercial body instead of British Orienteering.

b. **Membership Cards.** The demise of the BO membership cards prompted some discussion. It was suggested that members could still be issued membership cards in the “old” style i.e. membership details in a text box on plain paper rather than a laminated card. The member could then cut out the text box and place it in their wallet. This would be at minimum cost to BO. Scott agreed to raise the idea with National Office.
Action: Scott Collier.

c. **British Championship Eligibility Rules.** Revised eligibility rules for application from 2013 will be finalised at the next BO Board meeting.

d. **BO Members’ Database File.** The BO members’ database file, which is sent to event organisers, can only be read via expensive specialist software. This information should be made available in a standard common format. Scott agreed to raise the issue with BO.
Action: Scott Collier.

999 Any Other Business

a. AGM

- **Treasurer.** As a treasurer had not been appointed at the AGM it was agreed to co-opt Jerry Newcombe as an interim for 3 – 6 months. Renewed approaches are to be made to likely candidates. **Action: Club reps.**
- **Secretary.** A secretary also needs to be appointed. A job spec will be re-issued to club reps. **Action: Caroline Ford & Club Reps.**

b. **Role of Associations.** Attention was drawn to the article on page 28 of the Summer Focus magazine regarding the role of associations. It highlighted the variability amongst associations and suggested that it should be a topic for discussion at the annual Club and Association conference on 20th October 2012.

c. **Implications of the 2013 BO Membership scheme.** Attention was drawn to the revised BO Membership scheme at
<http://www.britishorienteering.org.uk/index.php?pg=1&action=news&id=MjQ3Mw==&rtn=aHR0cDovL3d3dy5icml0aXNob3JpZW50ZWVyaW5nLm9yZy51ay8=>

d. **Refreshments.** Liz & Alan Yeadon were thanked for providing refreshments.

1000 Date of next meetings

Thursday 6th September and Thursday 6th December 2012 at the Society of Friends Meeting House, 1 Highfield Avenue, Newbury commencing at 7.30 pm.
Liz agreed to book the room. **Action: Liz Yeadon.**