

**Minutes of the SCOA Committee Meeting on Thursday 2nd March
2017 held at the Friends' Meeting House, Newbury**

Present

Di Smith	SOC	Chair
Katy Stubbs	BKO	Technical Officer
Richard Sharp	TVOC	Fixtures Secretary
Carol Edwards	TVOC	Club Rep
Bernie Fowler	BADO/BAOC	Club Rep
Alan Wallis	SN	Club Rep
Liz Yeadon	SARUM	Coaching/Development Off
Ian Moran	SOC	Club Rep
Peter Entwistle	BKO	Treasurer/Club Rep
Alan Yeadon	SARUM	Club Rep
Fiona Clough	BKO	Secretary

1283 Apologies for absence

Heather Walton	JOK	Club Rep
Caroline Ford	SOFA	Club Rep
Laurence Townley	SN	SCJS
Simon Kippin	TVOC	SCJS
Bob Dredge	WCH	BO Rep

1284 Minutes of the last meeting held on 1st December 2016

The minutes of the last committee meeting were reviewed and accepted as a true record of the meeting.

1285 Matters Arising

- Paragraph 1222 Club reps checking list of coaches to confirm those still active in the sport – complete.
- Paragraph 1223 Club Reps to check levels for Organisers and Planners and to confirm with KS – complete.
- Paragraph 1253 SCOA policy on grants for adults GB representation – to be covered in the Treasurers report – complete.
- Paragraph 1258 Officials for 2017 CSC Heat (Level B) to be submitted to KS – complete.
- Paragraph 1261 O-Safe policy and its implementation at club level – update SOFA has done it, to be ratified at AGM in May; BKO has

- adopted it at recent AGM; SOC has already done it and will be reverting to the shortened version in April – complete.
- Paragraph 1273 Club Mark Accreditation criteria 2.3 – ‘recording participants’ contact, medical and emergency contact details’ – Action: BD to discuss with Mike Hamilton/Craig Anthony – BD sent an update ‘there seems no possible IT link yet but it is being considered for membership renewal next year. I note that a few more clubs are asking the question now though’. – complete.
 - Paragraph 1274 - 4) SOC event on 15/1/17 has no officials shown on BOF website - website updated prior to event – complete.
5) BADO event on 19/3/17 has no controller shown – Peter Stewart from SOC is Controller – complete.
 - Paragraph 1277 Discussions on whether day 2 of the JK should remain a Middle Distance event – to be covered in JK 2019 section.
 - Paragraph 1281 Suggested Inter Club Competition – review document produced by Ken Ricketts (BKO) with alternative scoring options – following a lengthy discussion it was decided to adopt the **Average Scores System** for 1 year commencing September 2017. BF mentioned that with the ongoing changes/reduction in the Army Units that there might be Trophies available that could be rededicated for this competition. **Action: BF to identify and confirm whether there is a trophy that could be rededicated for this Inter Club Competition.**

1286 Chair’s Report

DS circulated an informative report prior to the meeting not requiring action or discussions at the meeting.

1287 Secretary’s Report

Nothing to report

1288 Treasurer’s Report

PE circulated the current SCOA Budget and a report prior to the meeting. There were two points in the report of note to the meeting:

Point 7 – PE has drafted a new expenses form to be used by committee members and junior squad coaches. This is in addition to the existing Grant Application Form that remains in use for non-committee

members in relation to tours and courses. Use of separate forms allows more flexibility in setting criteria. These forms will be added to the SCOA Website shortly.

Point 8 – Simon Kippin (SCJS Coach) has submitted a proposal that designated squad coaches be reimbursed modest accommodation costs for coaching weekends (currently just JIRCS and JROS). The committee approved this suggestion in principle. PE has already made the necessary adjustments to the proposed budget for next year.

As the 2017 SCOA membership fee is still outstanding for SN AW asked whether it is based on the membership of the club last May and when is it due? PE responded that it is based on the membership last May and that it is due now. SN has also not paid the SCOA levy from the SN Trophy in December 2016. DS said that she knew the SN Treasurer has written the cheque and will make sure it is sent.

1289 Updated from BOF

BD sent his apologies for absence. Knowing that we still lack a coordinator for JK2019 he stated (as he is Treasurer for JK2018) ‘we are still pretty confident we can handle the risks of 2018 and I am very happy to share any information with anyone in SCOA if that helps’.

1290 Fixtures Secretary’s report

RS informed the meeting that the main point is that he has not had a volunteer club to hold the CSC Heat on 11th March 2018. **Action: Club Reps to raise this point with club committees.**

LY raised the subject of SCOA Championship medals. Apparently we are running out of Gold medals and need to buy some more at an estimated cost of £120. The committee agreed this.

AW mentioned that the policy on the SCOA website in relation to the SCOA Champs appears to be incomplete with no table of courses. DS stated that this has been updated recently and the website now provides sufficient detail.

1291 Junior Squad Report

The Junior Squad coaches had provided a detailed report of the recent activities of the squad. Neither was able to attend the meeting.

DS sent her congratulations to the Squad members who had been selected to represent England at 'Interland'.

IM mentioned that the Squad trip up to Sheffield had gone very well and was going to be a regular event in the future (having been included in the job description for the SUOC Captain).

1292 Coaching Officers Report

LY informed the meeting that things have been quiet over the winter period in regional coaching.

She attended the coaching conference in Crewe at the end of January and would circulate all the power-point presentations and other information to regional coaches.

LY stated that there are now some very active coaches in the region, two new ones having recently completed their training at Longmoor.

1292 Development Rep's Report

LY updated the meetings on the work being done to further develop the sport. The Junior Development Group has been working locally to bring newcomers, primarily juniors and their parents into clubs. The British Orienteering Website now has a section called 'Junior Development Framework' which is being fed by four big clubs that display the greatest growth in membership and the highest percentage of juniors in their membership. This is a useful tool for clubs and worth reviewing.

The next Junior Development Conference has been cancelled as it delegates wanted to have the opportunity to work on the ideas they have taken away from the previous conferences.

The committee took the view that for Badges/Certificates/Awards to be an effective incentive to competitors the BO Website needed to work properly.

The Yvette Baker Trophy was also discussed. SCOA don't seem to get involved with the competition. It is policy to keep the competition venue to the center of the country and it was suggested that perhaps it should be broken into two competitions (like the CSC) one for clubs with larger numbers of juniors and one for smaller numbers.

AW states that SN juniors do participate but it does depend on them having enthusiastic parents. The question was asked 'Do SCOA clubs not have enough juniors?'

Another problem is that even if club juniors take part in the heat they might not go to the final because of the distance they would need to travel.

LY suggested that perhaps SCOA should hold a heat of the Yvette Baker Heat.

IM mentioned that in his experience the juniors really enjoy the social aspects therefore the weekend training squad events get them to mix. KS suggested that the SCJS training events should be open to all the region juniors. IM suggested that the format of a Saturday lunchtime/afternoon coaching session, staying overnight at a local school and then on to a normal Sunday event would be a good format. An alternative would be to invite juniors to join the SCJS training for the afternoon. **Action: FC to contact SK and LT for their thoughts on the suggestions. AW to establish what SN does with their juniors and then circulate the details to the committee.**

1293 Technical Officers Report

KS provided a report to the committee prior to the meeting, there being several points that needed committee approval or discussion.

KS has received and was happy with the nominations for officials for the forthcoming Level B events (CSC Heat on 12th March and SOC Urban 4th Nov) and recommended that the committee approve them. The committee agreed.

KS reminded the committee that there are 6 level B events registered for 2018 and that nominations for officials are required for all of them.

An application has been received from Stefan Stasiuk (BKO) to be appointed as a Grade C controller. KS stated that he has the training and experience required and recommended his appointment. The committee approved this appointment.

KS recently ran an Event Safety and Welfare workshop for BKO members and DS has done the same for Wight-O.

KS was asked at the last meeting to propose to E&CC that Day 2 of the JK remain a Middle Distance event for JK2019. She has now received agreement to that proposal from the E&CC Chair – Chris Phillips.

KS initiated a discussion around mapping of areas for JK2019, pointing out that it is vital that the mapper is booked at least 2 years in advance, as three quotes need to be obtained before deciding whom to use. KS has been in contact with some professional mappers (Roger Maher, Nick Norse and Dave Peel) but has had no response at this time. It is preferable for the same mapper to map the forest areas for consistency across the weekend but that is not always possible. She asked that if anyone could suggest mappers who might be prepared to take on the job to send their contact details to her. It does not need to be a professional mapper but they need to be able to produce a good quality map AND to deliver it on time.

1294 JK2019

Sprint -There appear to be issues with RAL (TVOC) as there is extensive building work planned but as it is only a sprint it might still be big enough. RS stated that as he works there he knows where the building work is scheduled to take place. He will liaise direct with the Planner/Controller.

Middle – Windmill Hill – AF is optimistic that we can use it and is chasing a new contact. One potential problem is that the area is right next to Deepcut Barracks and there is a bypass scheduled although it is not known at this time where it is going. It is clear we still need to have a fallback area until this is confirmed. Minley was suggested but thought to be too small. Hawley and Hornley was also a possibility but there are problems there with birds and SSSI. Also a 2-year embargo

would be a problem. DS asked AW whether SN could provide the Planner and Organiser (either Level A or B) for this event.

Long – Cold Ash (BKO) E&CC have not yet appointed a Controller for this event. The parking will need work for this event, as there is not enough space in the fields nearby although they will hold Assembly/Run in and probably helpers parking. LY said she used Sainsburys in Newbury in 2013 and had planned to use Newbury College but they had not unlocked the car park on the day. Newbury show ground would also be a good option and this needs to be investigated.

Relay – Initially Wormsley had been suggested but this was not good enough to provide junior courses, as there are no linear features and some nasty steep slopes. The focus is now on Highmoor (Nettlebed). The Controller is to visit and review the area. Permission has been granted although parking could still be a problem.

General Points:

All officials for JK need to have Deputy/Assistants – they can be Level B trained but need to be approved.

We have still not identified a Coordinator and this is now very pressing
Action: Club Reps to proactively review their membership to identify a suitable candidate (Post Meeting Note - Di and Terry Smith have agreed to jointly fulfill the role of Coordinator for JK2019. This has been proposed to the E&CC and approved.)

All three individual days are going to be WRE's. AW asked what additional requirements does being a WRE impose? KS explained that in essence it is only Quarantine and quiet start. A WRE also needs a bulletin issued 1 year in advance.

KS has already sent an email regarding arranging for Commentary people to attend.

AW asked whether there is a technical lead for JK2019 for EMIT and radio controls etc. He pointed out that SN use SI and therefore do not have EMIT expertise. This was noted for future consideration.

1294 Level B SCOA events – appointment of officials

This point has already been covered in the Technical Officers section.

1295 Any Other Business

MTR0 replacement – this was included at the request of CE from TVOC as their MTR0 is now over 10 years old and the TVOC committee had concerns regarding competitor safety should the unit fail during an event. Discussions followed around the systems currently used to ensure that there is an available record of who is out in the forest during an event. Both TVOC and BKO are in the process of purchasing new/reconditioned MTR0 units however all clubs need to establish a reliable system for this purpose.

BF asked whether there was a generator on the list of loanable kit on the SCOA website as BADO are looking for a generator for their forthcoming event and did not want to purchase one as being a small club they do not hold enough events to justify it. Several club reps offered to loan BADO a generator for the event and it was agreed that BF would discuss it further with LY (SARUM).

1296 Dates of the next meetings

The AGM will be held at 1930 on Thursday 15th June 2017 followed immediately by the committee meeting.

The next committee meetings after that are scheduled for Thursday 21st September and 7th December 2017.

Fiona Clough
Secretary – SCOA
Wednesday 22nd March 2017