

SOUTH EASTERN ORIENTEERING ASSOCIATION

**Minutes of the SEOA Committee Meeting on 8th December 2011 at
43, Brewery Road, Woking Surrey**

1. PRESENT

Simon Greenwood	SAX	SEOA Chairman
John Duffield	CHIG	SEOA Secretary/Treasurer
Keith Marsden	HH	SEOA Training Officer
Philip Gristwood	MV	SEOA Fixtures Officer
Neil Crickmore	SO	SEOA Competition Officer
Andy Robinson	SLOW	
John Hardy	LOK	
Linda Pakuls	GO	BOC 2013 Coordinator

Apologies for Absence

Susan Marsden	HH	Angela Darley	GO
Jennifer Taylor	CHIG	Janet Biggs	HAVOC
Sean Cronin	DFOK		
Scott Collier	British Orienteering Board member		

2. Minutes of Committee Meeting

The minutes of the meeting held on 8th September 2011 were accepted as a true record.

3. Matters Arising

There were no matters arising that were not covered by the proposed agenda.

4. Update from the Board

The Committee had received a written report from Scott Collier which is included as Appendix A. It confirmed that four members of the newly formed Events and Competitions Committee would be appointed by the Board from nominations made by Associations. It is understood that Graham Gristwood is willing to allow his name to be put forward as an Association nomination and accordingly SEOA agreed to do so.

Action; SG

5. Major Events

Jubilee Weekend 2012 (2-5th June 2012)

Parking for the race on Leith Hill/Holmbury Hill was proving a problem. It was hoped that a suggestion to use the 'Friends Provident' car park in Dorking would have a successful outcome in the near future.

There is still a need to appoint a Controller for the sprint race to be held in Guildford.

All other aspects appear to be under control.

WJHI

Draft courses for the individual day are with the Controller. The next key action is the update of the Headley Heath map. The mapper intends to undertake this in February. There are no concerns currently associated with the event.

Southern Championships (2012) (CHIG)

No report had been received but it was felt that everything was being progressed satisfactorily.

BOC 2013

The coordinator Linda Pakuls confirmed that all key officials, Organiser, Planner and Controller had been appointed for each day.

She reported that she had recently received a copy of the standard event contract from British Orienteering and this was discussed. Although the contract called for an out of Region controller, the current controllers had been appointed by the previous Major Events Group. Since this group had now been disbanded it was assumed that the decision still stood.

It was suggested that volunteers be found to act as 'reserve' for all the major positions in order to mitigate any possibility of officials having to drop out.

Action; LP

Discussions are ongoing with regard to other events at the weekend. A training event is likely to be organised on the Friday, Redlands was suggested as a venue, and MV have offered to organise an urban race on the Monday.

These two events will not be part of the event contract.

LP has also had discussions with Ian Ditchfield with regard to the staging of a Trail 'O' event.

Permission for the use of Winterfold and adjacent areas is being handled by Charlie Turner (SLOW).

Mappers are needed for the main areas. A request for 'amateur' mappers produced no response so the main professional companies need to be approached.

Action; LP

Access fees have not yet been agreed but it has been agreed to pay for improvements to the access to the main carpark field (The same field being used for both days.)

With regard to budgeting it was felt that the best approach was to obtain copies of previous budgets to act as a starting point.

Action; LP

There were a number of key roles that now need to be filled;

- Financial Controller
- Safety Officer
- Web master (marketing)
- Prize giving
- Communications manager.
- Equipment officer

LP to approach Ian Marsden with regard to the requirements in the area of communication and commentary and to discuss with Dave Peel the embargoing of the main areas.

Action; LP

It was suggested that LP should arrange a meeting with Helen Errington (British Orienteering Events manager) early in the new year.

Action; LP

It was agreed that LP should attend future meetings of the Association to report on progress.

British Night Championships (2014)

It was reported that MV have been appointed by British Orienteering to stage the event.

CompassSport Cup Final (2014)

It is understood that SN have indicated to British Orienteering their interest in staging the event.

Southern Championships (2015)

MV is the only club who have shown interest so far but other bids would be welcomed.

6. Officers reports

6.1 Chairman

The Chairman had nothing to report.

6.2 Secretary

The Secretary had provided a written report (See Appendix B)

There was a short discussion regarding the collection of membership fees but it was decided to leave as is.

The Secretary commented that if members had suggestions for changes to the Levy system that they should let British Orienteering know.

The Secretary reported that Angus Lund has taken over the management of SEGallopen. The Committee agreed that Angus could amend the workings of the Galoppen if he so wished, and hoped that he would arrange increased publicity, possibly including emailing updates on a regular basis to contacts in each club.

Action; JD

Thanks were to be extended to Ed Cox for his work on SEGallopen

Action; SG

A discussion regarding the South East League concluded that no changes should be made.

It was agreed with British Orienteering that membership of British Orienteering should only be possible by joining a club.

6.3 Treasurer

The Treasurer had circulated a written report (Appendix C).

As mentioned in that report the Treasurer had made the decision to support members of the team for the JHI by provision of an additional £15 per athlete to cover increases in air fares.

This was approved by the committee.

6.4 SEOA Membership Secretary

The Membership Secretary had supplied a written report (Appendix D)

It was commented that the figures were largely meaningless at this time of the year, before the main bulk of membership had been renewed via Direct Debit. Never the less the committee indicate that it would like to continue to see the figures.

The membership secretary reported that the British Orienteering membership system seemed to be working satisfactorily with club membership secretaries being informed, by e-mail, whenever someone has joined their club.

6.5 SEOA Competitions Officer

The Competitions officer agreed to arrange controllers courses if there was sufficient demand, however he cautioned that the last two proposed courses had been cancelled.

Action; NC

NC also volunteered to coordinate the appointment of controllers to Level B events if there were less than 6 in any year. Currently there are approximately 10.

6.6 SEOA Junior Training Officer

KM offered congratulations to the two clubs from SEOA, HH and SO, who had successfully reached the final of this years Yvette Baker trophy.

6.7 SEOA and BOF Fixtures

South East League;

The DFOK league event will now be a Level C event

The MV event scheduled for 15th January is still on but without a known venue.

There are 7 events scheduled for this year, with 8 for 2012/13 and 10, maybe, for 2013/14.

South East Championships for 2012 are now confirmed.

It has been agreed that a Southern Urban League is to be established encompassing the following Associations; SE/SC/SW and EA. Roger Thetford (TVOC) will be the scorer.

6.8 British Orienteering Rules Group

The Group has now been disbanded – see item 4 and Appendix A.

6.9 British Orienteering Coaching Committee

No report had been received.

6.10 British Orienteering Junior Competitions Group.

The Group has now been disbanded – see item 4 and Appendix A.

6.11 British Orienteering Senior Competitions Group

The Group has now been disbanded – see item 4 and Appendix A.

6.12 British Orienteering Elite Competitions Group

The Group has now been disbanded – see item 4 and Appendix A.

6.13 British Orienteering International Committee

Minutes for the latest meeting, held in November have not yet been posted.

6.14 British Orienteering Development Committee

A report had been received and is attached as Appendix E.

After some discussion regarding the role, if any, that Regional Associations had with regard to the marketing of Orienteering, it was decided that there was an urgent need for a Regional Development Conference.

Action; SCronin

7. Any other business

There was no other business

8. Next Meetings

8th March 2012 (Venue; Brewery Road, Woking)

14th June 2012 (Including AGM)

13th September 2012.

APPENDIX A

I'm very sorry that I won't be able to make it to the December SEOA meeting. I have been asked to provide the SEOA committee with an update on the current British Orienteering Committee and Competition Reviews. If you have any questions on the below, or on any other issues, please feel free to contact me.

Scott Collier

SEOA Liaison Director

sjcollier@gmail.com

Committee Review

The final meeting of the old Events Committee took place on 12th November, and both Events Committee and its associated groups (Map, Fixtures, Rules, Major Events, Senior/Junior/Elite Competitions) have now been officially disbanded, although where there is a pressing operational need (e.g. Fixtures) some of the current groups may continue to operate in the interim until new groups are formed.

Following the recruitment process outlined at the Club & Association Conference, Mike Forrest has been appointed as Chair of the new Events & Competitions Committee. Mike has announced his intention of resigning as a Director at the 2012 AGM in order to concentrate on this role; until then he will remain a member of the Board in order to continue to fulfil his role as Treasurer until the end of the current accounting year.

The recruitment process for the other members of the new Events & Competitions Committee has now commenced. Four members will be appointed by the Board from nominations made by Associations, based on a skills specification which has been circulated to Association Chairs and Secretaries. Two further members will be appointed by the Board to fill any remaining gaps in skills or knowledge; these may or may not be drawn from the individuals nominated by Associations. Associations are encouraged to nominate as many suitable individuals as they wish, and the deadline for nominations is 8th January.

The remainder of the Events & Competitions Committee will be made up of a Director (to be appointed by the Board) and the British Orienteering Events Managers. Once the new Committee has formed in early 2012 it will begin reviewing and making recommendations for the formation of the new standing groups which will operate beneath it.

A similar review of the remaining committees (International/Performance, Development, Coaching, Trail-O) will take place during 2012.

Competition Review

The most recent version of the Competition Review document was reviewed at the November Events Committee meeting. Although there is still some work to be done on the schools orienteering section, the document is finally nearing completion and will be published on the British Orienteering website soon (hopefully before the December SEOA meeting). The new Events & Competitions Committee will be tasked with implementing agreed recommendations from the review.

APPENDIX B

Secretary's Report

1) BOF Conference

I circulated a brief report on this to all club secretaries and committee members, and details of the link to the full report produced by BOF. The immediate issues that seemed to me to arise were the structure of membership fees, and the structure of levies.

I have reversed my previous beliefs, and now believe that clubs should charge a single membership fee to members, and then be responsible for paying per capita fees to SEOA and BOF – how they raise the cash is their concern. Clubs must pay SEOA/BOF fees in respect of all their members, except those who are members of BOF through another club in SEOA, or through another region.

I also believe that the current levy system is overly complex, and should be replaced by a flat rate levy on all participants at all events. Given the increasing number of small events paying no levy, it is possible that a levy of £1 per head would be sufficient. Given the small number of juniors anyway, I would be happy for junior levies to be zero. The present system of requiring clubs to charge non-BOF members an extra £2, the money to be retained by clubs, seems to be only fitfully working. I believe that BOF should collect an extra levy on non-BOF members of £1 per head. If clubs want to increase that, and keep the extra themselves, they should be free to do so. I note that the Senior Competitions Group are broadly speaking in favour of this approach.

I invite comments from Committee members.

2) SEGallopen

Ed Cox has decided to give up compiling the statistics, and Angus Lund (SLOW) has kindly taken over. I am sure the Committee would wish to thank Ed for his efforts over the past few years.

At the request of Angus, I have asked Club Secretaries for views on whether we should have a Galoppen, and if so, what it should be called and how it should be run. The answers are summarised below.

3) Scoring Systems

A comment in the Fixtures Committee set me thinking. We have three different scoring systems available to orienteers in the SE, those used for the SE League, the SE Galoppen and the Ranking list; each has their merits and demerits. It would be simpler to use Ranking points for both our competitions.

I invite comments from Committee members.

4) Orienteering Game

NGOC are again offering their orienteering game for sale, the profits this time to be sent to the Woodlands Trust. I have forwarded their email to all club secretaries.

5) RouteGadget

Routes lengths are only calculated in pixels, so it is not possible to directly calculate distances run. However, if a dummy runner is included on each course, and their run input as a straight line, distances run may be calculated by scaling against the known course length. I have emailed all club secretaries, encouraging them to arrange for this to be done.

6) Individual Membership of BOF

I noticed from the minutes that the idea that individuals could be members of BOF without being members of a club was mentioned at a recent BOF Board Meeting. This possibility was removed at an AGM some years ago. There seemed to be no appetite for a reversal of that decision, but I would like SEOA to minute that they do not support that idea.

John Duffield
SEOA Secretary

APPENDIX C

Treasurer's Report

1. Extra JHI Grants

Having paid out our normal 50% of the cost to the four SE runners in the JHI, I received a request from EOC for an extra £15 per head, as the cost of the air fares had increased, EOC could not afford to pay the extra, and EOC did not want to ask the orienteers themselves for the extra. Simon agreed that we should do this, so I have sent the cheque. However, as this breaches the rules about grants, I ask the Committee to approve this payment. I have considered asking the relevant clubs for their share of the extra, on the basis that they are (probably) paying the costs that SEOA are not, but it seems a lot of hassle for not much money.

2. Community Amateur Sports Club Application

I have now been informed that our Constitution is still not adequate to qualify – I am considering further revisions.

3. Year to Date Accounts

INCOME & EXPENDITURE STATEMENT

INCOME

Subscriptions	60.00
Event levy	659.86
TOTAL INCOME	719.86

EXPENDITURE

Juniors	
Grants	1,252.70
Expenses	1,150.28
	2,402.98
Equipment	96.28
English Orienteering Council	696.00
Courses & conferences	893.25
Officers expenses	5.00
Competitions	361.22
Misc/Trans	400.00
TOTAL EXPENDITURE	4,854.73

SURPLUS/(DEFICIT) (4,134.87)

CAPITAL EXPENDITURE

Net Assets @ 1 January	14,458.89
Fixed Assets	100.00
TOTAL NET ASSETS	10,424.02

4. Expenses

Would any Committee members wishing to claim expenses for 2011 please either bring their claim to this committee meeting or send them to me by email beforehand.

John Duffield
SEOA Treasurer

APPENDIX D

30/11/2011	Family local	Family National	Senior Local	Senior National	Student Local	Student National	Junior Local	Junior National	L	N	T
CHIG	0	1	6	5	0	1	3	0	9	7	16
DFOK	3	4	12	3	0	0	0	0	15	7	22
GO	1	2	0	6	0	0	0	0	1	8	9
HAVOC	0	0	1	1	0	0	0	0	1	1	2
HH	7	6	5	13	0	0	5	3	17	22	39
LOK	0	1	6	5	0	0	0	0	6	6	12
MDDXO	0	0	0	1	0	0	0	0	0	1	1
MV	0	4	2	4	0	0	1	0	3	8	11
SAX	5	4	6	10	0	0	2	0	13	14	27
SLOW	6	9	10	22	0	6	1	0	17	37	54
SN	5	1	1	6	0	0	0	0	6	7	13
SO	11	11	21	27	0	0	2	2	34	40	74
STAS	0	0	0	0	0	0	0	0	0	0	0
BAOC	0	0	2	0	0	0	0	0	2	0	2
ULOC	0	0	0	0	0	0	0	0	0	0	0
RAFO	0	1	1	1	0	0	0	0	1	2	3
IMPOC	0	0	0	0	0	0	0	0	0	0	0
total	38	44	73	104	0	7	14	5	125	160	285

30/11/2010	Family local	Family National	Senior Local	Senior National	Student Local	Student National	Junior Local	Junior National	L	N	T
CHIG	2	3	4	4			3	0	9	7	16
no club	0	0	0	0			1	0	1	0	1
DFOK	4	2	8	4			0	0	12	6	18
GO	0	1	2	6			0	0	2	7	9
HAVOC	0	0	1	2			0	1	1	3	4
HH	4	6	2	13			9	6	15	25	40
LOK	0	1	3	13			0	0	3	14	17
MDDXO	0	0	0	0			0	0	0	0	0
MV	2	4	1	3			1	0	4	7	11
SAX	4	9	8	13			4	0	16	22	38
SLOW	2	10	9	11			2	4	13	25	38
SN	3	5	1	11			0	0	4	16	20
SO	20	10	27	29			4	5	51	44	95
BAOC	0	0	1	3			0	1	1	4	5
ULOC	0	0	0	0			0	0	0	0	0
RAFO	0	0	1	1			0	0	1	1	2
IMPOC	0	0	0	0			0	0	0	0	0
total	41	51	68	113			24	17	133	181	314

APPENDIX E

BO Development Committee Meeting – 1/10/2011

Development Fund

Much of the meeting involved discussing the merits of applications to the development fund. There were no applications for South East clubs. The development fund has a significant sum to distribute each year and several south east clubs could benefit. Clubs may not get the full sum applied for and are expected to contribute to the project. Clubs are also asked to investigate other sources of funding to retain as much as possible in the development fund.

Development Program Update (aka “Club Nights”)

Community orienteering project, there are more current projects in the North. There was a discussion about why this was. One reason suggested was that where a club has had a successful club night, the idea spread to nearby orienteers and neighbouring clubs. In the south there is small number of widely spread club nights to this may not have been the case.

Progress in various club nights were discussed. Where club nights had experienced problems, re-launches had proved successful, WIM being the best case which now has average attendance of 30.

There are currently 3 club nights in the SE but plans for several more.

Research has shown that in sport in general, there is a correlation between the age of the coach and the age of the participant.

The meeting discussed the various misconceptions about club nights. In particular the club nights do not have to be from a leisure centre, this can be just a meeting point, or from the same venue each week. Many of the club nights use local street or park orienteering in the winter and local forest orienteering in the summer. A typical club night runs 40 weeks out of 52 and is either run by one paid coach or a number of coaches. Funded payments in the first year look attractive for someone looking for part-time employment.

Marketing and Publicity in Orienteering

Regional reps are to do an audit of publicity officers to see which clubs have publicity officers and how much publicity each club is doing (this has already been done in the SE).

Mike Hamilton and Caroline Povey have ideas for 3 or 4 event formats designed specifically to target different market segments and are looking for clubs interested in putting on one of these events. They are willing to help support publicity for these events.

Clubs struggling to find a publicity officer could consider Volunteer England to provide some of the help.

Any club wishing to pay for publicity services (such as website maintenance or general publicity aimed at newcomers) can speak to Ed Nicholas to investigate further.

Various ideas on improving publicity were discussed. BOF are to investigate constructing a course to train publicity officers.

Mike Hamilton emphasised the importance of targeting marketing at particular segments, and that the “sport for all” approach used by some clubs might prove counter-productive. At the national level this makes publicity and sponsorship more challenging because the sport aims to target such a wide demographic.

Development contacts:

Ed Nicholas (Development Manager): ENicholas@britishorienteering.org.uk

Richard Barratt (Participation Manager South): RBarratt@britishorienteering.org.uk

Natalie Shaw (Participation Manager East): NShaw@britishorienteering.org.uk