

Summary of Board meeting – 17 December 2008

The Board met in the Joseph Whitworth Centre, Matlock from 11:15 until 17:20



- The minutes of the meeting held on 22 October were approved.
- Lyn West was appointed British Orienteering representative to the Central Council of Physical Recreation (CCPR) Outdoor Pursuits Division.
- A first version of the 2009 AGM draft order paper was reviewed and updates suggested, including the inclusion of full details on how the Election of Directors would operate.
- It was agreed that, provided not in conflict with the Articles, future proposals on membership fees and levies would be worded so that fees remained in force if subsequent proposals at later General Meetings were not accepted.
- Board members agreed to approach anyone they thought suitable to fill the two and possibly three vacancies arising on the Board and ask them to consider standing for election.
- It was agreed to develop profiles of Directors remaining on the Board for 2009-10 to inform members about the continuing skills and experience as they made their election decision from the candidates.
- The AGM 2009 location was confirmed as the Bluebell Hotel, Belford at 5 p.m. on Saturday 11 April 2009.
- The Board had discussions about their own feedback regarding the effectiveness of the first 6 months of the Board, and actions were agreed including an attempt to handle more matters by e-mail to allow longer discussions at meetings on key items, and having more sub-group sessions at Board meetings.
- Reviewing governance, it was agreed that after Committee and Group Terms of Reference had been suitably updated, the appointment and re-appointment of members and Chairmen should be formalised, and a maximum time in office of 9 years established.
- The Terms of Reference of a Remuneration Group which had been agreed by e-mail were formally ratified and would be put on the web site in the near future. The Chairman of the Group reported to the Board on the Chief Executive's salary history, and the decision for 2009.
- The formation was agreed of a Committee dedicated to promoting and monitoring our efforts in Trail Orienteering and to improve the integration of this recognised IOF discipline into the mainstream of orienteering. Draft Terms of Reference were discussed and a new draft would be circulated to the prospective Chairman for his views.
- The Chief Executive and staff were thanked for their work in producing the UK Sport / Sport England self-assurance document, and congratulated on receiving an unqualified pass. It was noted the document and its many supporting evidential papers also helped satisfy the Board that the affairs of the Federation were being run with appropriate controls and in accordance with best practice.
- A procedure was agreed to permit e-mail decisions to be taken without undue delay whilst still allowing comment and refinement of proposals.
- A revised Appeal Procedure was agreed subject to some minor updates and the appeal for 2009 and until further notice set at £20.
- For historic reasons, one or two clubs had affiliations to more than one Constituent Association and recent developments caused the Board to review

this practice and confirm that they would not allow further such dual affiliations because of governance, financial complexity and other issues.

- Minutes from Coaching and Events Committees were reviewed.
- Some preliminary soundings of the Board were taken regarding the possibility of the British Championships being on a fixed date (as yet unspecified) or in a fixed period, and the Directors indicated that they would support such a move if eventually proposed, even if it brought with it the possibility that not all Associations could then stage the Championships due to an inability to access to suitable terrain.
- The Board also favoured combining BOC and BEOC but recognised the issues arising eg due to the international calendar.
- The Board confirmed their support for Events Committee's decision on map scales at the Graythwaite National Event.
- In applying the 2009 levies, it was confirmed that **all** events would be subject to levies according to the formula agreed at the 2008 AGM. Activities would be exempt, where activities were such things as coaching days or occasions where there were no competition or results such as training runs without controls. National office was empowered to deal with any decisions as to which was which if there was doubt.
- The continuation of the £2 entry discount offered to National members and to Local members at events in their own Association was discussed at length. It was recognised that the membership package needed to be enhanced but that clubs would be asked to continue the £2 discount practice at **all** events. This would continue to offer real financial advantages to local members.
- The latest status of grants funding for orienteering from UK Sport (UKS) and Sport England (SE) was that UKS were about to offer £500K over a four year period (but with definite withdrawal of any support after that (ie in April 2013)), and SE £2.27M in the same four year period. The status of Sports Council support to WOA (currently nil despite our best efforts), to SOA and potentially to NIOA was also noted.
- The British Orienteering grants would be conditional on achieving certain targets and the Board would be asked to accept the grants formally once the contracts were available. Mike Hamilton and the other members of staff were congratulated on this positive outcome to a very uncertain period of funding due mostly to the 2012 Olympics.
- The Management Accounts, and Debtors and Creditor reports were examined and some detailed questions answered. The year end outlook looked positive and the Treasurer hoped to be able to announce a modest surplus that could be added to Reserves.
- The membership and levy proposals for 2010 were discussed and input from various quarters noted. Final proposals would be developed by e-mail over the next few weeks.
- A new format of project monitoring report was discussed and agreed as very helpful in assisting the Board to maintain an overview of all current projects including the Operational Plan, and some refinements were proposed and would be incorporated in future versions.