



BOF COUNCIL Summary (05/11/05)

1. Charitable status account to be set up
2. BOF office to move premises
3. Communication Plan to be circulated
4. RDO resource to be reviewed

A full copy of the minutes is available on the web site at

www.britishorienteering.org.uk

The next meeting of Council will be on **Saturday, 21st January 2006**.
Agenda items and papers must reach BOF Office by **Friday, 23rd December 2005**



BOF COUNCIL

Minutes (05/11/05)

Meeting of the Council of the British Orienteering Federation
held at the Great Barr Hotel, Birmingham on Saturday 5th November 2005

Present:

Officers

Bob Roach
Peter Christopher

Chairman
Vice Chairman
Vice Chairman

Malcolm Duncan

Treasurer

Association Representatives

David Brown

Stephen Richards

Allan Farrington

Roger Hargreaves

Anne Wilson

Henry Morgan

Roger Smith

EAOA

EMOA

BSOA

NEOA

NIOA

NWOA

SOA

SCOA

SEOA

SWOA

WOA

WMOA

YHOA

Councillors

Becky Carlyle

Chris James

Lyn West

In Attendance

Robin Field

Amy Sarkies

Neil Cameron

Chief Executive

Executive Officer

Observer

05/29 Apologies, Courtesies & Appointment

Apologies accepted from John Morris (Councillor), Ken Daly (SOA), Simon Greenwood (SEOA), Paul Lowe (EAOA), Patrick Smyth (NEOA).

Thanks to those who have recently finished serving BOF in various different capacities: Ranald Macdonald, Russ Fauset and John Dalton.

In accordance with clause 11.2c of the Memorandum & Articles, Council appointed Neil Cameron, the only person nominated, to the Vice Chairman vacancy arising from Ranald Macdonald's resignation. Council gave Neil a warm welcome.

05/31 Minutes of Meeting on 15/01/05

The minutes of the meeting on 14/05/05 were accepted as a correct record except from point 05/20 paragraph 4. Chris James asked for it to be recorded that he looked into the concerns as requested by the Chairman and had reported back to him.

05/32 Actions.

Actions deleted: 45, 46, 47, 48, 49, 50

Actions continuing: none

05/33 Matters Arising, not elsewhere on the Agenda.

It was noted that after the recent uncertainty about the future of Compass Sport, it has now been announced that Nick Barrable will be taking it over, with Becky Carlyle handling subscriptions. Robin Field has already met with Nick Barrable to discuss proposals and issues.

05/34 Notification of Additional Items of Business.

Concerns from NEOA reported - to be raised under agenda item 05/39.

Forestry Commission Agreement - to be raised under agenda item 05/38(e).

05/35 Committee Reports

Management & Development Committees

The Chairman's report on Management Committee meetings on 5th July, 23rd August & 5th October & Development Committee Meetings on 7th June and 18th October had been distributed in advance of the meeting.

UK Coaching Certificate - a plan to make major changes to sports coaching. If we take it on there would be considerable work and cost involved. As yet no commitment to fund it has been made and the possibilities of external funding are being investigated. The Chairman commented that if the UKCC is successful (apparently by no means certain) any sport that hasn't taken it up would struggle to remain a main line sport.

Prioritisation of Activities – A consultation process to identify priorities in the event of needing to make cuts in spending has been considered but it isn't clear how helpful such a process would be. The Chairman said he has asked Malcolm Duncan (Treasurer) and Neil Cameron to review the short and long term budgetary processes.

NC & MD to action

Event Operations Committee

Neil Cameron reported that he attended the Events Operations Committee meeting as a guest prior to his election as Vice Chair.

Coaching Committee

Andy Thornton has resigned from the post of Chairman; Keith Marsden had now taken over. Thanks expressed to Andy for his contribution.

International Committee

Meeting in three weeks.

05/36 Updates:

a) Child Protection Report

Amy Sarkies reported from the recent Management Committee minutes.

b) Anti-Doping Report

Robin Field reported that the majority of the British team were tested 'out of competition' prior to going to the WOC in Japan. The new requirements for such testing are particularly onerous on orienteers and there have been some problems in adhering to them.

c) Levies Due

BAOC for their event held on 24/04/05 at Swynnerton Camp, Stafford.

HAVOC for their events held on 18/05/05 at Bedfords Country Park, Romford and 22/06/05 at Weald Park, Brentwood.

NOC for their event held on 23/05/05 at Clumber Park, Mansfield. **AS to action**

d) IOF Events / World Cup 2005

Robin Field reported that the World Cup was a financial success with a predicted profit of £9k. UK Sport have confirmed that they do not want the excess funds returned to them and have requested that the funds are spent on continuing development in the South East.

Robin attended the IOF conference held at the World Championships in Japan. He reported that Denmark wanted to introduce Micro-O to the next World Championships but there were reservations about a trial of this type a World Championships. In the end the proposal was withdrawn due to TV coverage problems.

SOA in partnership with Event Scotland (ES) have requested support for a long term plan to bid for international events to be held in Scotland, e.g. WOC in 2012, JWOC in 2014, MTBO in 2010. This proposal needs to be referred to the International Events Committee. The view of Council was that there was merit in such long term planning provided there was also opportunity to stage international events in other parts of Britain. It was noted the World Cup in Guildford brought more money to the region than the European Football Championships due to families also attending the event. **RF to action**

e) Sports Councils Funding (paper distributed in advance of the meeting)

Robin Field reported on UK Sport's proposals to significantly reduce the grant we receive from them; this would affect international programmes and infrastructure. He is to attend a meeting with the Chairman of UKS with representatives from other affected sports on 16th November to lodge concern about this.

f) WOC 76 Funds

Bob Roach explained that although the original intention was to use the money to fund a training centre in the Lake District, this no longer seemed appropriate. He intends writing to the Vice President to explain this and to invite alternative suggestions.

Chris James commented that the funds should be spent on something that commemorates the work that went into this country getting WOC 76.

g) Communications Plan

Robin Field has recently received a draft of the report from Keith Auchterlonie that was commissioned following the support expressed at the last Council meeting. The report will be considered at the Management Meeting on 7th December, with feedback being offered to Keith prior to him producing a final version. This will be sent to association representatives before Christmas in order for them to be able to discuss the report at the next Council meeting in January. **RF to action**

h) Staffing

Amy Sarkies replaced John Dalton as Executive Officer Admin.

Chief Executive Officer replacement – interview on 13 Dec, handover time has been put back to start in January and for Robin to leave early February.

i) Equality Policy (paper distributed in advance of the meeting)

To promote equality in sport, Sports Councils are requiring sports bodies to meet a series of standards. It was noted that because significant inputs (e.g. collection of data) will be required by both staff and volunteers, the importance of this work must be explained. Bob Roach commented that this was another example of demanding external requirements; there are potentially serious consequences for future funding and the national status of any sport that doesn't meet them.

05/37 Proposals for Council to adopt or approve

a) Funding of new premises (paper distributed in advance of the meeting)

At the Management Meeting on 5th October, it was agreed to strongly recommend to Council a proposal to lease premises on a business park in Darley Dale close to the present office.

The proposal was carried. For: 14 Against: 0 Abstentions: 0 **RF to action**

b) Approval for a Charitable Status account

Malcolm Duncan explained the main reasons for such an account were:

- 1) to separate bequests and other specific funds from Federation funds
- 2) tax advantage - interest wouldn't be taxed
- 3) opportunity for new sources of funding.

Such accounts are now relatively easy to set up and many other sports have already done so. There will be some extra administration, e.g. more bank accounts.

The proposal was carried. For: 14 Against: 0 Abstentions: 0 **MD to action**

05/38 Discussion Items

a) Membership proposals – new working group

As a result of the discussion and voting at the EGM in September, Management Committee at the meeting on 5th October set up a working party chaired by John Woodall with the task of seeking a compromise solution drawing on the two leading proposals. Other members of the working party are Becky Carlyle, Ken Daly, Dick Towler, Alex Ross and Malcolm Duncan. The working party has been asked to report back to the Management Committee meeting in December with a view to the proposal being considered at the Council meeting in January and AGM in April. The EGM proposals are to be put on the website. **AS to action**

b) The need for a new Byelaw

Byelaw 1 attached to the Memorandum and Articles of Association authorises action to be taken for bringing sport into disrepute. As there have been major changes in the accepted practice for handling such issues since 1982 when the current document was apparently written, the question is, 'Is the Byelaw fit for purpose now?' On the basis of responses to his enquiries about what other sports have, Robin Field suggested what we currently have is satisfactory.

c) Regional Development Officers – how to progress

(paper distributed in advance of the meeting)

Bob Roach explained that he is seeking to relaunch the discussion on RDOs and has produced a paper reiterating the three stages that were the basis of the original proposals. This paper will be published in the next edition of Focus. Although discussion indicated clear support for development work, there was a lack of clarity about the aims and possible uses of RDOs. Association reps to take paper away and come to the next Council meeting with ideas about how RDOs could be used - the ideas don't have to be about school development and links.

All Association reps to action

d) Ranking List

Robin Field reported that the demand for paper based copies of ranking lists (which only provide rankings at a fixed point in time) has declined to the extent that it is no longer cost effective to continue to publish them. Many people have access to the web version that is continually updated. It was agreed the production of printed lists will cease in January 2006 although print outs will be provided on request.

e) Forestry Commission agreement

Robin Field outlined progress towards a new agreement. It will take account of changes in access legislation and a dispute resolution process will be set up. Charges have increased in England and Wales in line with inflation; there will not be a charge for access in Scotland. It was agreed the Chairman will sign the agreement when it is finalised.

05/39

Chairman's Business

a) Resignation of Ranald Macdonald

Bob Roach spoke about his regret that Ranald had resigned and expressed his thanks to him for his support and contribution over the last five years. He urged that everyone took note of the comments Ranald made in his letter of resignation. Dave Brown, on behalf of the BSOA, also expressed thanks for his work and dedication to the sport.

b) NEOA

Bob Roach distributed a paper at the meeting that outlined, as he understood them, concerns that have been raised by NEOA. In view of there not being anyone present from NEOA, Council decided to postpone the matter to the next

meeting in the hope that an NEOA representative will be able to attend. In the meantime Bob will speak to the NEOA executive to decide how BOF can best assist NEOA with their particular issues. **BR to action**

c) Business Risk

Bob Roach expressed concern about how difficulties in internal relationships can make BOF vulnerable to loss of grant money - our most serious business risk.

05/40

Treasurer's Business

a) October Figures

October figures were reviewed and accepted.

b) Budget 2006 (a draft 2006 budget had been distributed in advance of the meeting)

Robin Field to circulate revised figures by 1 December 2005, if possible with guidance about the sources of funding. **RF to action**

Council members were asked to consider the draft budget prior to the next meeting when a decision on the actual budget for the year will need to be made. Bob Roach reminded Council of his earlier comment about asking Malcolm Duncan and Neil Cameron to review the short and long term budget processes.

MD and NC to action

c) Strategic Budget

The difficulties of tabling a strategic budget due to the ever changing prospects of future funding were noted. In spite of this Robin Field hopes to be able to produce something realistic by 1 Feb 2006. **RF to action**

05/41

Dates of Future Meetings

2006		2007	
Council	21/01/2006		
AGM	15/04/2006		
Council	06/05/2006		
Council	23/09/2006		

05/42

Any Other Business

There being no other business the meeting closed at 17:45

ACTIONS

arising or continuing from the Council meeting of
November 5th 2005

- | | | |
|----|---|-----------|
| 51 | 05/36(c) Payment of outstanding levies to be sought | AS |
| 52 | 05/36(d) Refer SOA request about international events to International Committee | RF |
| 53 | 05/36(g) Final draft of the communications report to be agreed and circulated to Association reps | RF |
| 54 | 05/37(a) Proceed with the plan to move BOF office to new premises | RF |
| 55 | 05/37(b) Set up Charitable Status account | MD |
| 56 | 05/38(a) Membership proposals to be made available on the web | AS |
| 57 | 05/38(c) Association reps to identify possible use of RDO's in their area | ALL |
| 58 | 05/39 Communicate with NEOA representative about their concerns | BR |
| 59 | 05/40(a) Budget processes to be reviewed | MD/N
C |
| 60 | 05/40(b) Revised existing budget to be circulated by 1 st December 2005 | RF |
| 61 | 05/40(c) Strategic budget to be produced before 1 st February 2006 | RF |