

COUNCIL

Minutes (06/10/07)

Meeting of the British Orienteering Council held on **Saturday 6 October 2007**
at the Brownsover Hall Hotel, Rugby commencing at **12:30pm**

Attendance, apologies and Chairman's opening remarks

Attendance

Neil Cameron (NC)	Chairman
Jenny Peel (JP)	Treasurer
Roger Hargreaves (RH)	Councillor and SWOA
Ed Nicholas (EN)	Councillor
Helena Burrows (HB)	WOA
Sue Birkinshaw (SB)	NWOA (substitute for Peter Knott)
Henry Morgan (HM)	WMOA
Heather Phipps	YHOA
Simon Greenwood (SG)	SEOA
Paul Lowe (PL)	EAOA
Peter Bylett (PB)	BSOA
Mike Hamilton (MH)	Chief Executive
Laura Young (LY)	Executive Officer

Apologies

Peter Christopher (PC)	Vice Chairman
Lyn West (LW)	Vice Chairman
Chris James (CJ)	Councillor
John Morris (JM)	Councillor
Raymond Finlay (RF)	NIOA
Peter Knott (PK)	NWOA
Derek Gale (DG)	EMOA
Allan Farrington (AF)	SCOA

Chairman's opening remarks

1. The Chairman welcomed members and thanked them for coming.
2. The Chairman welcomed HP as the new joint chair of YHOA and thanked her predecessor Roger Smith for his work while on Council.
3. The Chairman congratulated RH on becoming SWOA chair.
4. The Chairman paid tribute to MH for his continued hard work as Chief Executive of British Orienteering: much progress had been made during Mike's period in Office

and much of that was due to his ability and extremely hard work. Thanks were also given to LY, CP and all the office staff for their work over the particularly busy period of the last few months as the new web site went live.

Declaration of Interest

5. HP declared her role of leading the implementation of the Club and Coach scheme in AIRE.

Minutes of meeting of 2 June 2007

To confirm as a true record

6. The minutes were accepted as a true and accurate record of the meeting.

To identify matters arising that are omitted from the agenda, and if so, to decide where to deal with them

7. No matters arising were omitted.

Notification of any other business

8. NC advised that the issue of IOF funding should be discussed. To be raised under item 10.3.
9. NC tabled a paper discussing his recent trip to WOC 2007 in Kiev. To be discussed under item 6.2.
10. MH and NC wanted to raise issues relating to Child Welfare and seek the guidance of Council. To be covered under item 6.4.
11. A paper relating to the Compass Sport Cup to be discussed in item 5.2 - a revision to the agenda.
12. EN raised feedback from the Event Structure Review papers previously published. To be covered in item 6.7.

Reports from Committees

Management Committee- 25 July 2007

13. Council noted items highlighted by Management Committee in minutes 25 July 2007 and listed on a tabled paper.

Compass Sport Review-Item 5.2

14. Discussion of additional Council paper reviewing Compass Sport Cup eligibility.

15. Council agreed revised recommendation of 125 people to be classified as a large club using the agreed format for working out numbers i.e. 3 people to a family.
16. Council agreed with some feedback to the circulated recommendation which suggested a more fundamental review of the competition would be beneficial. Also working off actual membership figures e.g. of family memberships and not estimates.
17. A further concern raised was that some of the courses might encourage juniors to run courses they were not yet capable of handling. This should be considered in the review.

Updates

Action list

All items have either been actioned, carried on to a later date or appear on the agenda for this meeting. There were no questions.

Chief Executive's report

18. In his previously circulated report, MH highlighted the current busy period at the National Office. Queries and comments included:
 - MH provided the meeting with up-to-date membership services figures: over 11,000 members.
 - Council noted thanks to Jannette Blunden for her continued hard work with regard to the 2008 budget
 - Council noted thanks and congratulations to staff for achieving the Foundation level of Equality Standards
 - A concern was raised regarding the speed of loading the new website home page for dial-up users.

Action 1: *MH to look into a possible solution for the website and dial-up internet users. (MH, asap).*

- MH asked Council to endorse the UKCC Coaching Framework. Council endorsed framework with some changes to wording. Accepted wording

"The Council of British Orienteering endorse the UK Coaching Framework as the reference point for the development of the UK Coaching System up to 2016. The organisation commits to the implementation of the Framework within Orienteering in the context of our overall strategic plan, priorities and resources."

- MH noted the success of the Major Events conference held in Birmingham and LW had requested feedback from attendees.

- Council reviewed letter sent to Sport England with aim of being assigned an MP to be involved with orienteering.

Action 2: *LY to approach Local MP of National Office in writing. (LY, by next meeting)*

- No further questions about the report

Association Visit Programme

19. The success of this programme of visits (all Associations now met with) was noted, but no further comments made

Equality

20. In a short working session, the potential barriers to participation in orienteering were highlighted by each Council member as feedback to inform the current plans.

Child Welfare

21. MH raised and discussed possible procedures for dealing with the kind of situations that were arising. More people will be required for the 'Case Management Group' to deal effectively with the situation arising.
22. There was then discussion of British Orienteering's responsibility to provide clubs and associations with clear guidance on how to deal with cases.
23. Council vested authority for decisions regarding general disciplinary procedures, which provide the framework to support Case Management decisions, with Management Committee. Council requested to be kept informed and requested any general principles be brought back to Council for review. MC would be empowered to act and develop new procedures and policies, and any subsequent Council review would (if thought necessary) amend those policies and procedures for the future.

British Orienteering/BSOA Meeting

24. No questions were raised about the recent meeting, minutes of which were tabled.

Conference and EGM - 27 October 2007

25. With regard to delay in receiving Focus/EGM documentation because of postal strike, an additional EGM proxy vote submission procedure needed to be prepared and announced.
26. One suggested alternative was collection at events held in the interim period e.g. Compass Sport Cup Final.
27. Council members were asked to encourage delegates from their association/club to register as attendees for the conference, and were asked to use the tabled list

of current delegates by club to encourage clubs as yet without delegates to register one.

28. EN raised the issue of Events Structure Review and the feedback received since publication of review documents. EN suggested all views were welcome and would add to the already lengthy discussion that had taken place by email. The conference would provide a further major opportunity for discussion and review.

Whole Sport Plan (WSP)

29. Associations were invited to discuss their role in the development of orienteering's WSP.
30. All agreed there was need for more people willing to drive and lead the implementation of the WSP.

Sports Council matters

31. British Orienteering is now rated 'Green' with regard to UK Sport/Sport England Self Assurance categorisation. This means that the audit showed up no red or amber aspects of how the Federation operates, and is good news, for which the CE was congratulated. Some aspects such as governance might have been rated other than green had there not been definite plans for change.

Strategic Plan 2008

32. Council reviewed the agreed priorities for 2008 and made some small wording amendments to plans for officials' training.

Finance

33. Because the circulated financial papers were more detailed than normal, PB asked how this information, although normally handled by MC, would be made available to Associations under the proposed new Board structure. NC replied that this needed review, but felt that if a Board was accepted by the membership, the Board would wish to continue with a policy of openness in this, as in other matters.

Action 3: *NC to investigate Association access to financial information under the new governance structure (NC, by next meeting)*

34. NC raised AOB item about IOF funding. 2008 budget does not allow for possible IOF funding need.
35. Council agreed the latest draft of the 2008 budget with the inclusion of an IOF funding line in the budget. At present figure held at zero until the new funding mechanism becomes clearer.

Development Committee Review

36. Associations and Councillors asked to nominate possible candidates for Development Committee.
37. Major Events Group forming and will include some association representatives with specific expertise. To meet 2/3 times a year. Again nominees with relevant expertise were wanted.
38. EN offered to attend International Committee.
39. Chairman suggested that Council members nominate people that could join the committees/groups. Council members could approach these people directly or the Chairman could approach candidates more formally.

Any Other Business

40. All AOB items covered.

Reporting and Actions

41. No summary required as minutes were being sent out promptly.

Dates and Venues of Meetings

42. Brownsover Hall Hotel Rugby starting at 12.30pm
- 19 January, 31 May*, 27 September * 2008
 - *will be cancelled if EGM proposals are accepted

Chairman's closing remarks

43. Members were thanked for their contributions and the Chairman closed the meeting at 17:20.

Council October 2007

Action List

ACTIONS

1	Action 1: MH to look into a possible solution for the website and dial-up internet users.	MH	ASAP
3	Action 2: LY to approach Local MP of National Office in writing.	LY	Next Meeting
3	Action 3: NC to investigate Association access to financial information under the new governance structure	NC	Next Meeting

Actions remaining from previous meetings:

3	Jun 07 1. All to look through Risk Register and to pass feedback to MH.		Feedback received-Register to be circulated prior to first meeting in 2008 →
2	Jun 07 2. Three regions (EA, SE and SC) and British Orienteering to discuss way of dealing with regionalisation funding within the Sport England South East region.	EA Chair/ SE Chair/ SC Chair/ NC and MH	→
4	Jan 07 2. MH to look into ways to communicate better with members regarding the amount of work involved in liaising with sports councils and what the funds are spent on.	MH	→
5	April 06 3. Possible WOC bid to be discussed by Development Committee	EN	→