

# Mike's eNews – 5 December 2014

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As always, feel free to forward this eNews to your members.

Firstly, I was horrified to realise it has been so long since the last eNews. My apologies but the time has gone really quickly, probably due in part to the National Office relocation and me trying to pick up the outstanding work from the Talent & Performance programme on Sarah Hague's departure.

Anyway, apologies for the delay in publishing eNews and I'll prioritise trying to produce at least one per month.

## Christmas/New Year office closure

The National Office will effectively be closed from 5pm Friday 19 December until 9am Monday 5 December. There may be the odd member of staff in on Monday 22 December and Tuesday 23 December but we have so many staff with outstanding holidays to take that it is unlikely.

Amazingly, taking annual leave is a problem for us and unfortunately some staff, myself included have a large number of annual leave days to take – and that's without taking time off in lieu into account. I am encouraging staff to take their annual leave as only 5 days can be carried forward but it is a case of 'the pot calling the kettle black' I'm afraid.

## National Office relocation

You should all be aware that the National Office is now in Tansley, a move across Matlock. We're in the 'attic' of an old mill that has been refurbished as an office block. The stairs are proving to be a bonus to those of us trying to stay fit! The office itself is about half of the space of the previous office but does have more character and a homely feel to it. The move was primarily to reduce our National Office costs.

Jannette and Cerianne, ably assisted by Scott our apprentice administrator did a fantastic job of organising the move which all went very smoothly until our problem with the phone lines. Thankfully we now have two working phone lines and finally all is working well. For those of you that suffered the frustrations of ringing and thinking we were ignoring you we apologise but for over two weeks we didn't know there was a problem.

## Staff Update

Jennie Taylor has now settled in well as Marketing Manager and her first Focus has been published successfully. Jennie is working full time and hopefully this will enable her to get to grips with some of our marketing challenges in a way that Caroline was unable to on 3 days a week.

One area where we know we'll be asking for help is in obtaining material from members about significant events. For instance we would love to increase the promotion and marketing associated with the UK Orienteering League and need to find some keen volunteers who take part in UKOL either on the organising team or as participants who are prepared to send us a report on the event. At the moment we really struggle to get reports and without them it is very difficult.

After a long recruitment process Jackie Newton was appointed as Performance Manager and is now tackling the day to day workings of the talent and performance programme. I've agreed with Jackie that I will continue to deal with the WOC 2015 Selection Policy and the changes to the strategy for the Talent & Performance programme 2015; both really to try to make time for Jackie to settle into the role.

Jackie is leading on the recruitment process to fill a number of coaching roles that have been advertised on the web site – interviews are now underway.

## Club & Association Conference

The Conference held on Saturday 25th October seemed to be well received and once again we thank NFU Mutual for use of their facilities at their headquarters near Stratford-upon-Avon. Whilst Stratford is very central in England it is not that easy to get to however using their facilities does save us around £2,000 which is a considerable amount.

There is a report from the Conference [here](#).

Next year seems a long way away but if there are topics you or your club would like us to consider for the 2015 Conference please let us know.

## Talent & Performance

After quite a long process we have now agreed the selection process for WOC 2015. The final version is currently with those that are involved, athletes, coaches, etc and will be published shortly.

Both consultations that have been on-going have produced a lot of excellent responses and I'm sure the programme will be enhanced by the input. It's clear that a few people feel disenfranchised by the programme and we hope to be able to improve this situation. Watch the news items for more information.

UK Sport Strategic Policy Review Consultation: UK Sport has launched a consultation exercise to consider their strategy for the post-Rio funding cycle (2017-2021) and beyond. UK Sport are engaging with the public through the website and through social media channels. If you are interested or have a view please participate via the [web page](#).

## Insurance

Inevitably we return to insurance matters yet again. The following information may be of interest to you:

- a) Our insurance requirements for 2015 include both WOC 2015 and the public liability aspects of the Scottish 6-Days, consequently we started our discussions with the insurers early this year, in September. We now seem to have resolved all of the queries raised by the insurers and hope to be in a position to finalise the cover for 2015.
- b) The cover note and hopefully the full insurance information will be published as a news item before we finish for Christmas. So if you have events early in the New Year you will have the information that land owner or access agents require in good time.
- c) Non-members and 3 activities/events: we've spent a lot of time trying to clear this up and I have pursued it rigorously with the insurers. The situation is clear:
  - The club and its officials will be covered for public liability insurance regardless of the non-members situation
  - All members participating or volunteering to organise etc will be covered
  - Non-members will be covered by public liability for 3 events: however the insurers understand the challenges we face with participants attending activity/events organised by different club and that some people will choose to participate regardless of the 3 come and try it activity insurance cover. Clubs can rest assured that they and their members will be covered even if participants choose to attend more than the stipulated 3 activities. That is the right of non-members – our responsibility is to make it clear that they will receive public liability cover for 3 activities but they will then participate at their own risk (although many will already be covered by public liability cover from other insurances they may have).
  - Clubs are required to maintain a list of attendees
- d) Employer's liability is only available to employees of British Orienteering; if you or your club *employ* any people to do work for you, for instance coaching, you will need to source employer's liability or speak with me and see if cover can be organised for you. British Orienteering has employer's liability cover for all staff on our payroll. We do not provide it for anyone not on our payroll.

## Child Welfare

Unfortunately British Orienteering is no longer able to process criminal record checks in England and Wales. Consequently we have had to identify a third party organisation to help us process these checks. Checks in Scotland and Northern Ireland continue in the normal ways.

The organisation we are partnering to process English and Welsh checks is called Online Disclosures, you can visit their web site at <http://www.onlinedisclosures.co.uk/>.

The new process will involve all applications being processed online with document checkers also verifying information online. Detailed guidance is available for document checkers.

The requirements to gain a DBS are the same however there is an administration fee of £10.50 even though the fee for a DBS is free to volunteers. We hope that clubs and associations will help coaches meet the cost of the check.

The organisation is rigorous in determining who is eligible for a records check, consequently we will only be able to process practicing, qualified coaches whose activities meet the frequency and role criteria stated in our guidance.

Clubs and other organisations will need to develop a strategy for weekend trips etc where a licenced (DBS checked) coach is acting in a supervisory capacity. Minibus drivers, cooks, control hangers etc will need to be organised so that any risk of contact with individual children is mitigated. I know this is not an ideal solution and have presented our problems regarding this to various Government agencies – our view is unlikely to be supported however outside of sport.

## Events

At a recent meeting of the Events & Competitions Committee it was brought to my attention that some clubs may be ignoring the rules on under 16s participating in sprint events where roads may be crossed.

I need to stress that the rules are clear as far as I am aware and that clubs do need to follow these rules – it is important as safety and insurance depend on the implementation of the rules. It is clear that if there is a serious incident during such an event involving under 16s and it was found the rules had not been followed the organiser or club chair may be held accountable – in law.

The [Safety Appendix to the Rules](#) (Appendix E: section 4.9.1 to 4.9.4) which deals with under 16s must be followed for your protection as well as the child's. Parents cannot waive this ruling by 'giving permission'.