

SOUTH WESTERN ORIENTEERING ASSOCIATION

SECRETARY: Katy Dyer 19 Bramble Drive, Bristol BS9 1RE

Tel. 0117 968 4173. Email: family.dyer@blueyonder.co.uk

Minutes of the Committee meeting held at 7.00 pm on
07 December 2016 at the Kings Arms, Taunton

Those present:

Officers: Christine Vince KERNO (Chairman); Katy Dyer BOK (Secretary); Committee Members: Dick Keighley WIM; Erik Peckett DEVON.

Club representatives: Alan Honey BOK (Club Chairman).

Visitors: Pete Maliphant BOK (Deputy Manager SWJOS)

1 Apologies for absence. Richard Sansbury QO (Fixtures); Mark Lockett KERNO (Treasurer); Nicholas Maxwell DEVON (Committee); Jeff Butt SARUM (SWJOS Manager, Committee); Julie Astin WSX; Trevor Bridle WIM; Carolyn Dent SARUM; Robert Buckby NWO; Rosie Wych QO; Judith Holt DVO (BOF Chair and Director representing SWOA to the BOF Board).

2 Approval of Minutes for the SWOA meeting of 27 October 2016

The minutes were approved as a correct record.

3 Matters arising from those minutes

3.1 Item 6.1.3. Change of rules for SWOA Sprint Championships – see Item 7 below.

3.2 Item 7.1.3. Correction to date for the Caddihoe 2017. The correct name and date is the ‘Caddihoe’ to be held over Friday 01 to Sunday 03 September 2017 (there will not be a chasing start for the Long distance event). The Caddihoe includes the SW Middle Championships on 02 September 2017 and the SW Long Championships on 03 September 2017.

3.3 Item 7.2. Requirements for Level B Officials. The BOF Rules have now been revised upwards to v3.5; ‘Appendix C: Event Officials’ makes no mention of a requirement for the association to appoint Level B officials – this remains with the organising club. Clubs to be informed. **Katy Dyer**

3.4 From the previous SWOA Minutes (27 October 2016) – Item 3.3 Safety Officer selection and criteria. No time available at the BOF Club/Association Conference on 29 October 2016 to raise these issues. SWOA Minutes of 27 October 2016 Appendix 1 should provide enough information to appoint suitable individuals.

(Post meeting note: a link to the job description on the BOF website, plus Katy Dyer’s critique of the job description, has now been posted on the SWOA website.)

Jill Green DEVON is Safety Officer for CompassSport Cup 2017. Post still vacant for British Sprint and Middle Championships 2018. **Christine Vince**

4 Acknowledgements. QO was thanked for putting on the Southern Night Championships 26 November 2016 in a weekend which also included the Army Championships. Report on the Night Championships: [see Appendix 1.](#)

5 Finance

5.1 Treasurer and Membership Secretary’s report. Income and Expenditure from 01 August 2016 to 06 December 2016. Balance in hand is £10130.14; [see Appendix 2](#)

5.2 Budget SWOA. Shown in the balance sheet.

5.3 Grants.

5.3.1 A grant of £375 was approved for Pete Maliphant BOK (Deputy Manager SWJOS) for attending UKCC Level 2 coaching course at Longmoor on 08-10 November 2016 (see item 12). Alan Honey BOK chair is checking that BOK will pay the £107.50 travel costs. **Mark Lockett, Alan Honey**

5.4 Expenses. Coaching Conference (see item 12).

6 Fixtures (report sent by email)

6.1.1 A club is still sought to host the CompassSport Cup/Trophy qualifier in 2018. **Richard Sansbury**

6.1.2 Galoppen dates for 2016/2017 should be resolved by Christmas. **Richard Sansbury**

6.1.3 BOK has had to reconsider an area for BOK Trot 2017 (Gare Hill) due to larch disease. **Richard Sansbury**

6.2 Officials for Level B events – see item 3.3 above.

6.3 British Sprint and Middle Championships 2018 (BSMC). Coordinator Christine Vince said the major officials have been approved formally by the ECC (by email).

6.4 SWOA Level B officials’ appointment form – see item 3.3 above.

7 Changes of SWOA rules for SW Sprint Championships.

At the last meeting, Alan Honey BOK chairman proposed that the rules for the SW Sprint Championships be changed to bring them into line with those for the British Sprint Championships. The clubs were consulted by email prior to this meeting. Proposed Alan Honey, seconded by Christine Vince; carried 4 to 1. The SW Championship rules will be amended accordingly. **Katy Dyer**

WIM is hosting the next SW Sprint Championships on 21 May 2017 and will be informed of the new rules. **Katy Dyer**

For details of changes to the SW Sprint Championships rules, [see Appendix 3.](#)

8 SW Junior Squad

8.1 Report from Jeff Butt, SWJOS Manager; see [Appendix 4](#).

8.2 In the absence of Jeff Butt, Pete Maliphant BOK answered questions.

8.2.1 Becca Ellis WIM is now assisting SWJOS as a coach.

8.2.2 It is proposed to promote the SWJOS to clubs by: visiting committee meetings; integrating the improved SWJOS website with JROS; welcoming interested coaches and sending information to clubs about the SWJOS pathway. **Jeff Butt, Pete Maliphant**

8.2.3 SWJOS contacts: Jeff Butt and Pete Maliphant via the SWJOS website.

8.3 O Safe. The committee asked for a written statement on how the SWJOS implements the BOF O Safe policy; it was suggested that a link to the policy is shown on the SWJOS website. **Jeff Butt, Pete Maliphant**

9 Volunteers

9.1 Recent training courses

a) Event Safety Workshops (ESW): BOK, 14 and 16 November 2016, QO 17 November 2016. For a QO report, see [Appendix 5](#).

9.2 Training courses arranged

a) BOK Squad Leaders' seminar, 25 January 2017; leader Carol Iddles BOK.

b) Grade B controllers' course, led by Arthur Vince KERNO April/May 2017; see [Appendix 6](#).

9.3 Training courses proposed/needed:

a) Event Safety Workshop BOK, early January 2017; tutor Mike Forrest BOK; contact via BOK website.

b) Julie Astin WSX is proposing a mappers' course for SWOA clubs. **Julie Astin, Erik Peckett**

c) BOK Level D/C Planning course; Easter 2017.

d) SWOA Planning Conference – see item 11.2.

10 Controllers

Report by Arthur Vince; see [Appendix 6](#).

11 Development

11.1 SWOA Club Conference, 01 April 2017, Taunton; details in [Appendix 7](#). Alan Honey suggested that Carol Iddles, BOK Volunteer Coordinator, might be asked to speak. **See Appendix 7. Christine Vince**

11.2 SWOA Planning Conference, Saturday 07 October 2017, Exeter; speakers David May and Dave Peel have been booked. Topics will be: planning for Sprint, Urban and Middle races. The Conference should be of interest to all planners, controllers, organisers, mappers and competitors. **Christine Vince**

11.3 SWOA Level B Planners' Course; there is now no immediate requirement (see item 3.3 above).

12 Coaching

12.1 A UKCC Level 2 Coach Training Course (8/9/10 November 2016) was hosted by BAOC at Longmoor and attended by Pete Maliphant BOK and Becca Ellis WIM. There will be further coaching courses at Longmoor in the near future and it is to be hoped that this will cover the SWOA requirements for

Level 2 coaching courses. SW clubs to be informed.

Christine Vince

12.2 Coaching Conference 14/15 January 2017 will be attended by Christine Vince. It had been agreed previously that her delegate fee, travel and accommodation would be paid by SWOA (SWOA Minutes 08.09.2016). SW clubs should be paying expenses for their members to attend the conference. As SWOA supports the SWJOS, Squad coaches who attend would be funded if needed. **Mark Lockett**

13 Other SWOA business

13.1 Matters for BOF Board representative

A letter will be sent to Judith Holt BOF chair expressing serious concern about the frequent version changes to BOF Rules (three in the last year), which have been made without adequate consultation and notification. Changes to requirements for Level B officials are of particular concern. The latest v 3.5 still has the heading 'v 2.3' on every page. **Christine Vince** (Post meeting note: there was a Board meeting on 8th December, at which matters concerning the Rules should have been discussed; your chairman had hoped that this matter would have already been addressed. However, as the minutes have not yet been released, your chairman will be contacting the BOF Chair as detailed above.)

13.2 It is proposed to change the SWOA Constitution at the next AGM to allow the SWJOS Deputy Manager (if he/she is not an elected member) to have a vote in the absence of the SWJOS Manager (assuming that he/she is an elected member). **Katy Dyer, Christine Vince**

13.3 SWOA website reorganisation is in hand. **Katy Dyer, Christine Vince**

14 Any Other Business including matters raised by club representatives

14.1 Alan Honey BOK expressed disappointment that the final results of the UKOL league have not been mentioned by BOF and asked for this to be raised with Judith Holt BOF chair. **Christine Vince**

14.2 Erik Peckett said that ISOM is being reviewed and asked that clubs read the new document once it is issued. Proposals included a minimum size for map features and fewer symbols.

14.6 Concerns expressed by Carolyn Dent SARUM (at the last meeting) about getting school children to move onto non-school events have been addressed in the Junior Development meeting and the Club/Association Conference 2016. Christine Vince will contact Carolyn. **Christine Vince**

15 Date and venue of next committee meeting

Thursday 23 March 2017, 7.0pm

At the Kings Arms Inn, 22 Staplegrave Road, Taunton TA1 1DQ

Free car parking in front of the Inn after 6pm; refreshments available at the Inn.

These minutes are subject to formal approval at the next SWOA Committee meeting. You are invited to send comments on these Minutes to the secretary before the next meeting.

Appendices to minutes:

Appendix 1 – Report on Southern Night Championships 2016

Appendix 2 – SWOA accounts

Appendix 3– Change of rules for SW Sprint Championships.

Appendix 4 – SWJOS report

Appendix 5 – Event Safety Workshop QO report 17.11 2016

Appendix 6 – Recorder of Controllers' report

Appendix 7 - SWOA Club Conference 01.04. 2017

Appendix 1 to SWOA Minutes, 07 December 2016**Report on Southern Night Championships 2016**

QO hosted the Southern Night Championships (level B) and Galoppen (level C) in Ramscombe on 26 & 27th November. The Army used both events as their annual Inter Corps Orienteering Championships, and they helped with some of the logistics. The Army attendance massively increased the numbers making this easily the biggest QO event in recent years, with 275 competitors at the night event and 457 at the Galoppen. The night event had 96 civilian entries, but it is notable that only 8 were under age 40 - there was only one in class M21, one in W21, and no competitors at all in classes M18, M20, M35 and W35. Both events went well apart from the Galoppen parking where many early competitors were mis-directed - the Army have apologised for this.

Richard Sansbury QO 04.12.2016

Appendix 2 to SWOA Minutes, 07 December 2016
SWOA Accounts

SOUTH WEST ORIENTEERING ASSOCIATION

Accounts for the period 01 August 2016 to 05 December 2016

<u>INCOME</u>		BUDGET 16/17	
Event Levies	2181.60	7700	
Interest	1.05	4	
SWOA Activities	0.00		
Grants for Courses	1042.50		Returned Grant for Cancelled UKCC Level 2 Coach x 2
Colour Coded Badges	1.00	15	
Reserves			
Total Income	3226.15	7719	
<u>EXPENDITURE</u>			
English O.C.	0.00	750	Annual Affiliation Fee to English OC
SINS	0.00	0	SW Newsletter Printing and Postage (currently not being produced)
Officials Expenses	0.00	250	
Committee Expenses	164.20	600	Room hire, meetings and AGM, Travel Expenses, National Meetings
Competition Expenses	90.04	250	Gallopers Trophies and Certificates, SW Champs Certificates
Tour Grants	381.00	2500	Training camps, international competitions, home internationals, Interland
Junior Squad	0.00	1500	Support the running of the SW Junior Squad.
Badges	204.60	0	
Grants for Courses	330.00	2000	First Aid Courses for Coaches, Event Safety Courses, Controllers
			Courses, Mapping/OCAD Courses,
Web Site Expenses	48.39	140	Website updates, Domain Name
Major Events/BOF Conference	0.00	200	Committee/SWOA Representative at Major Events/BOF Conference
SWOA Activities	0.00	0	50th Anniversary Celebrations
Club Conference	96.15		
British Champs 2018 Start Up Fund	350.50	3000	
Total Expenditure	1664.88	11190	
Surplus of Expenditure	1561.27		
Balance B/Fwd 01/08/16	8568.87		
Surplus of Expenditure	1561.27		
Balance in Hand	10130.14		
Represented by:	Current Account	4140.12	
Business	Money Manager Account	5990.02	
		<u>10130.14</u>	

Appendix 3 to SWOA Minutes, 07 December 2016

BOK's proposal to change the rules for the SW Sprint Championships.

Currently the SW Sprints have a prologue and a final, the *combined* results of which count as your championship result. The reason for the existing situation is two-fold: firstly, to mitigate the risk that a runner would use their prologue run to 'scout out the territory' and their final run would be at full-tilt (since we do not usually run the event on a area so large that we can use two quite different maps); the second is that it was thought that we would have to pay levy on both runs (since at that time, the British Sprint Championships were subject to a partnership agreement and not subject to BOF levy so there was no precedent).

The proposed new SW Sprint Championships (under British Championship format) will have a first race each day (the Prologue), which is used to determine the running order in the Final and where there are sufficient entries, to allocate them to heats. The Championship results are based solely on the final, but both results attract ranking points. If any untoward behaviour was observed, it would be possible for a competitor who considered themselves to be disadvantaged to raise a complaint/protest. The new SW Sprint will be considered as one event for levy purposes.

Christine Vince 13 November 2016

Katy Dyer 09 December 2016

Appendix 4 to SWOA Minutes, 07 December 2016

South West Junior Orienteering Squad report

We have trained on five days since the last meeting. The first day was training with the SC squad on the New Forest during half term. The last week of November was our Christmas weekend (a little early I know!) with training at Ham Hill on the Saturday, overnight at Crowcombe village hall followed by the Quantocks galloper which we ran as our 2017(!) Squad Championships. Pete will be able to update you with details of the winners. Our final training was for M/W16's last weekend at the Hawkshead camp in the Lake District. Four squad members attended for some excellent training in wonderful weather conditions. The boys team of Zac Hudd, Dom Walker & Harry McMurtrie won the night relay around the youth hostel. The first time I think we've achieved that.

Next training is on 21 January 2017 at Cannop Ponds followed by three days on Penhale during February half term.

Jeff Butt SWJOS Manager 27.10.2016

Appendix 5 to SWOA Minutes, 07 December 2016

QO Event Safety Workshop Thursday 17 November 2016

I held an event safety workshop on 17th November. 14 attended: 12 QO, 1 WIM & 1 KERNO. It was well received by those attending. This now means QO has over 25 members qualified to be event officials so the club is well prepared for when the new rules come in next year.

Richard Sansbury ESW tutor 04.12.2016

Appendix 6 to SWOA Minutes, 07 December 2016

RECORDER OF CONTROLLERS' REPORT

- 1 Event Safety Training:
Under the BOF Rules [Appendix C] coming into effect on 1st January all event controllers must have completed the BOF Event Safety Workshop. This will also be compulsory for event planners and organisers.

Four SWOA controllers have yet to do this, and are all aware of this requirement. They are:

Peter Brett, Grade A, Devon OC
Bill Vigar, Grade B, QO
Martin Cross, Grade C, WIM
Phil Newall, Grade C, KERNO

- 2 Grade B training course:
I will be running a course as the tutor in April or May 2017 at Montacute House, near Yeovil. The date has to be confirmed as it depends upon the availability of the facilities provided by the National Trust.

Arthur Vince
7th December 2016

Appendix 7 to SWOA Minutes, 07 December 2016

SWOA Club Conference, 01 April 2017

Judith Holt as BOF Board representative for SWOA. Judith is BOF Chair, and has a long-standing interest in supporting our volunteers. For her first visit, she wishes to talk to SWOA representatives about the BOF Strategic Plan, and how it will be implemented by the clubs and associations (this was the main topic at the recent Club & Association Conference).

To give all SW members the chance to come, we have decided to put on a SWOA Club Conference on Saturday 01 April 2017, probably in Taunton. There will be three sessions, with lunch provided. The first session will cover the BOF Strategic Plan. The second session will cover volunteering in the SW. The third session will be open to SW members to ask questions of Judith and the SWOA committee.

Any SW member may attend, but we hope that club chairmen and committee members will keep that Saturday free so that they are able to attend.

Christine Vince, SWOA chairman 04.12 2016