

1 INTRODUCTION

The South West Orienteering Association constitution states that the objects of the Association shall be to encourage, promote and control the sport of orienteering in the area of Sport England South West. The people in SWOA – the members of its constituent clubs – act on behalf of the Association. Therefore “what SWOA does” is what they, individually or collectively, are prepared to do.

2 INFRASTRUCTURE**2.1 Governance**

The Association has a written constitution, last revised at the 2017 AGM. This provides for the election of an executive committee (the Committee) with a Chairman, Administrative Secretary, Fixtures Secretary, Treasurer, Membership Secretary and up to six other members. Each constituent club is entitled to send a representative to committee meetings; these have a vote. The Committee normally meets five or six times a year at a central location.

2.2 Officials

Apart from those in para 2.1, the Committee appoints an Editor for the regional newsletter, a Recorder of Controllers, and a Galoppen Scorer. (For more details of these, see below.) Other officials are the Junior Squad Manager, the Website Technical Manager and the Secretary of the colour-coded badge scheme; the Website Editor is usually the SWOA Secretary.

2.3 Fixtures

The Association provides via its elected Fixtures Secretary the means of registering events for the national fixtures list – necessary both for publicity and insurance cover. The Fixtures Secretary liaises with SWOA clubs and other Associations in order to maintain a sensible calendar of events, and negotiates at national level about the Association’s responsibility for staging major events, such as British Championships and the JK weekend at Easter.

2.4 Finance

The Association funds itself by means of a levy on events which is fixed by the Committee.

2.5 Representation at National Level

The Committee appoints representatives to British Orienteering (BOF) committees and groups having representatives from constituent Associations.

3 TECHNICAL FUNCTIONS**3.1 Controllers**

Controllers are the officials responsible for ensuring that events are organised and planned according to British Orienteering (BOF) Rules. Clubs are responsible for appointing controllers to National (formerly called Level B) and Regional (formerly Level C) events. For major events, controllers are appointed by BOF. The Association Recorder of Controllers deals with applications for the approval of controllers, maintains records for individuals, monitors their activities, and helps find controllers for events when asked. The Recorder holds the forms for applications for approval as a Grade C or B controller; these applications must be approved by the SWOA Committee. Applications for Grade A appointment are dealt with by the BOF Event and Competitions Committee.

3.2 Protests and Appeals

In the case of an appeal against the decision of a jury following a written protest at a Regional event, the SWOA Committee is the adjudicating body. Its decision is final [ref. BOF Rules 16.10, 16.12].

4 TRAINING

4.2 Clubs are responsible for running their own courses for planners and organisers, and Grade B and C controllers. SWOA may run such courses from time to time. Information about SWOA grants available for courses is shown in the table below. Courses for Grade A controllers are organised by BOF.

4.1 The Association periodically organises a Technical Conference, when innovations and other matters concerning the staging of events can be aired. A SWOA Club Development Conference (1.04.2017) and a SWOA Planning Conference (7.10.2017) took place successfully and more may be arranged.

5 JUNIORS

The Association sponsors the South West Junior Orienteering Squad, which organises training weekends throughout the year, and takes a team to the Junior Inter Regional Championships. Those who are M/W14 and of the appropriate standard are welcome. (Juniors younger than 12 years should be with a parent). The Squad provides a pathway to competing in national representative competitions.

6 GRANTS FOR VOLUNTEER TRAINING AND COMPETITIONS

All grants are discretionary and subject to approval by the committee. The Association aims to provide support for athletes selected for national level training camps and tours, or to represent England or Great Britain, and for our volunteers to receive event official training. The Association will pay the cost of running those courses which are required by British Orienteering eg Event Safety Workshops. Information about SWOA grants is shown in the table below.

- 6.1 The Association will consider other grant applications; each application will be considered on its own merits.
- 6.2 All grant applications must be made to the Association **prior** to the training or event concerned and are subject to approval by the Committee. The applicant should apply to the SWOA Treasurer for an online 'Grant Application form'. Grants cannot be paid in retrospect.

7 COMMUNICATIONS

The Association has a new website whose pages include contacts for officials and clubs, news items, SW events, SW Junior Squad, details of club and association courses, description of what SWOA does including grant application procedure, rules for SWOA championships and leagues, Committee/AGM minutes, a list of controllers, SWOA Relays and Galoppen League, Event Safety Workshop procedures. Links are provided to other websites of SWOA interest, the British Orienteering website (which includes O Safe information), the SWOA Facebook page, and more.

8 LEAGUES and CHAMPIONSHIPS

8.1 Galoppen League

The Galoppen League is an annual series of colour-coded events (usually nine), staged by different clubs, in which points are scored on the different courses. The Committee approves the rules. There is an impressive set of perpetual trophies. Galoppens are regional events and dates are protected. Another club wishing to hold another regional event on the same date must obtain the agreement of the Galoppen club first; this was confirmed as SWOA policy in the minutes of 02 December 2015 para 7.1.

8.2 Summer Relay Series

The Association awards a trophy to the winners of the Summer Relay series, normally six events. The committee approves the rules.

8.3 Individual Age Group Championships

These are held for three disciplines: Sprint, Middle and Long Distance events. The Long Distance event is normally held in conjunction with the first day of the Caddihoe Chase two-day event in September.

Revised Katy Dyer SWOA secretary
(14 December 2017)

SWOA grants for volunteer training, tours and competitions:

Grant for:	Applies to:	Who pays:	Amount:	What's not covered:
Selection for national level training camps and tours, or to represent England or Great Britain	Juniors, under 21 and in full-time education	SWOA grant	50% of the athlete contribution	Travel expenses
Selection to represent England or Great Britain	Seniors	SWOA grant	Discretionary	
Volunteer training for Level D/C events (e.g. planning, organising, SI, OCAD, mapping).	Courses open to all SWOA clubs and advertised as such on the SWOA and club websites	SWOA grant	Up to £100 to the organising club towards costs (e.g. venue hire, tutors' expenses, refreshments)	Courses run by a club for its own members only; not lunch or travel expenses
Coach training for UKCC Level 1 and Level 2	SW club members	SWOA grant	Discretionary; course costs are under review nationally	
First Aid courses for Licensed Coaches (see SWOA Minutes, 02 December 2015, item 6.2.4)	SW Licensed Coaches and those working towards their licence	SWOA grant	£50 for an 8 hour course (required for UKCC Level 2) and £25 for a 4 hour course (required for UKCC Level 1)	First Aid courses for club members who are not Licensed Coaches; not lunch or travel expenses
Level C / B controllers' courses	SW club members	SWOA funded	Full cost (includes venue hire, tutors' expenses, map printing, refreshments)	Not lunch or travel expenses
Level B planners' courses	SW club members	SWOA funded	Full cost (includes venue hire, tutors' expenses, map printing, refreshments)	Not lunch or travel expenses
Event Safety Workshops	SW club members	SWOA funded	Full cost (includes venue hire, tutors' expenses, map printing, refreshments)	Not lunch or travel expenses