

East Midlands Orienteering Association Executive Committee Meeting – 21 November 2022

| Item No | Description | Action |
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| <p>Present: Sal Chaffey (DVO), Trudy Crosby (LOG), Ann-Marie Duckworth (DVO), Mike Gardner (DVO), John Hurley (DVO), Ranald Macdonald (DVO), David Olivant (NOC), Pauline Olivant (NOC), Hilary Palmer (NOC), Chris Phillips (LEI), Iain Phillips (LEI), Ursula Williamson (LEI), and John Woodall (NOC)</p> | | |
| | Meeting held in Pace Room, Clifton Village, Nottingham | |
| 1. | Apologies for Absence: Paul Young (DVO) | |
| 2. | <p>Approval of Minutes of Meeting on 27th June 2022 – The minutes of the April meeting were approved.</p> <p>Approved: John Hurley Seconded: John Woodall</p> <p>Informally, Mike asked if there were any comments about the AGM meeting minutes he had circulated. The meeting felt these were correct (they will be formally approved at the next AGM).</p> | |
| 3. | <p>Website version of minutes – Changes required to remove the financial details of the grant to Iain Phillips (in two places). The minutes of the June meeting were accepted for promotion to the EMOA website, once these changes had been made.</p> <p>Approved: John Hurley Seconded: John Woodall</p> | Mike Gardner to inform webmaster. |
| 4. | <p>Actions Outstanding from previous minutes (not covered elsewhere)</p> <ul style="list-style-type: none"> a) Paul Young paid the EOC contribution for 2021/22 (see I&E actual sheet) b) Paul Young has still to forward the documents to Mike Gardner to get him added to the bank mandate. c) Ranald Macdonald wrote an article for EMEWS outlining the approach to be taken at the Development conference for discussing surplus funds. The Development conference took place (see Development section of minutes). d) Paul Young allowed for up to 20 users of the on-line mapping course in the 2022/23 budget. e) Mike Gardner worked with Ursula Williamson to get latest Urban League table available on EMOA site and provided in EMEWS. f) Mike Gardner included the constitution change in the AGM agenda (and the change was agreed and the latest version of the constitution is now included on the EMOA website - EMOA Constitution agreed AGM 12 September 2022.pdf) g) LOG provided level C controllers to Chris Phillips. Chris circulated the full list to committee. Chris needs to work with John Cooke to make available on the EMOA website. | <p>Paul Young to forward documents to Mike Gardner for addition of Mike to mandate.</p> <p>Chris Phillips to work with John Cooke to make names of EMOA controllers available on the EMOA website.</p> |
| 5. | <p>Financial Secretary's Report</p> <p>A summary of the transactions in the year to date are set out below.</p> <p>Membership income of £34 reflects the limited number of new members since the start of the financial year. BOF issued renewal reminder emails at the start of this month which has triggered a flurry of activity. EMOA already has £111 of membership income due for November (not reflected in these accounts).</p> | |

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| | <p>Event Levies of £296, from eight events so far this financial year. Income from a further three events which have recently taken place (Shiple Park, Bagworth Woods, and Allestree Park) remain due. I'll chase these up with the respective club treasurers.</p> <p>Interest of £3 on the deposit account reflects the increasing interest rates currently available.</p> <p>EMJOS income of £588, which is largely participant contributions for JIRCS 2022 along with some income relating to training events.</p> <p>EMJOS fundraising of £122 from the hugely successful cake stall at the DVO Allestree event.</p> <p>EMJOS expenses of £2,719, of which £2,354 relates to the JIRCS 2022 (including flights, accommodation, transfers, parking, and food), £340 for JROS and £25 for map printing (Hartshill Hayes).</p> <p>Volunteer development of £85 for room hire for the development conference.</p> <p>Web licence and bank charges of £20 is four month's worth of bank charges.</p> <p>Upcoming Costs</p> <p>In addition to the above after next week's meeting a total of £60 will be due to the church for hire of the Pace Room. Claire has agreed to invoice for both at that time.</p> <p>A number of claims for support have been received or are now expected before the end of the calendar year. These will be reviewed and for speed approval will be sought outside of the meetings.</p> <p>EMJOS costs for travel to and from the Hawkshead event are also expected later this month.</p> <p>Closing account balances</p> <p>The closing balances for both EMOA and EMJOS remain healthy. Despite a net cash outflow of £1,781 year to date this is within the forecast levels of outflow and there are no reasons to revise the budget.</p> <p>As always if there are any questions please don't hesitate to reach out.</p> <p>(See detailed report Paul sent out)</p> <p>It was agreed that the funding request for Ben Squire was supported.</p> <p>A question was asked if we supported home international funding. The answer was we have supported juniors for home internationals in the past.</p> | |
| <p>6.</p> | <p>Development</p> <p>The EMOA Development Conference took place at Rushcliffe Country Park on 29th October 2022. Mike Gardner has done a write up for EMEWS which provides a summary of the event (Ranald has checked this). Ranald also produced a proposed Development Plan. It was agreed that before final discussions took place on this one item from the AGM should be considered:</p> | |

“the EMOA Committee is tasked to determine what the appropriate level of reserves should be going forward (identifying what the purpose is for having these reserves, and what they are intended to achieve)”.

The meeting identified that there were 2 reasons for holding reserves:

- 1) reserve for normal annual operating expenditure which would most likely include day-to-day development expenditure. The level of reserves to be a multiple of the annual expenditure.
- 2) reserve to cover abnormal expenditure/liability (e.g. loss of a major event).

The meeting also discussed the level of reserves that should be retained. It was felt that 3 times the annual level of expenditure (excluding the EMJOS Accounts) would be a reasonable level to maintain. The annual expenditure is around £3,500, so on that basis it was proposed that EMOA should look to retain around £10,000 in reserve (excluding EMJOS Accounts). It was proposed that this figure was reviewed on an annual basis by the committee, and that the EMOA budget should aim to move the region towards this figure.

Proposed: Ranald Macdonald

Seconded: Hilary Palmer

The meeting agreed this proposal.

On that basis we would have excess reserves at this time and Ranald provided a DRAFT development plan (below):

Background

In accordance with the constitution, the objectives of the Association include “. . . to co-ordinate and develop the sport of orienteering within the East Midlands, and so to further the development and participation in the sport of orienteering”.

This Development Plan has been drawn up to take forward those objectives. In order to fund the Plan, it was agreed by EMOA at its AGM on 12th September 2022, to determine the appropriate level of reserves held by the Association, the purpose for having these reserves and what they are intended to achieve.

The spirit of the plan is to encourage co-operation and collaboration between clubs within EMOA to provide better value for the resources being used, the sharing of good practice and dealing with issues across clubs.

The Plan also refers to British Orienteering’s Strategy 2021: Thriving Clubs for a New Generation. In particular, we ask clubs to consider the four strategic themes:

- *Change the perception*
- *Create engaging experiences*
- *Strengthen lifelong pathways*
- *Provide foundations for success*

Proposal

To earmark a sum of £6,000 from EMOA reserves from which Clubs can bid to undertake development work to meet the objectives of the Association and the local needs of Clubs.

An EMOA Development Group will be established comprising the EMOA Development Co-ordinator and a representative from each of the four EMOA Clubs.

The group will agree a clear set of criteria, a bidding process and identify some of the target groups, such as those currently under-represented in orienteering.

Possible target groups include:

- Families with young children
- Single-parent families
- Socially disadvantaged groups
- GP health referral schemes
- Ethnic minority individuals, community groups and women's groups
- Refugees and asylum seekers
- Special needs groups and schools
- Local schools, universities and colleges
- Teenagers who might previously have used youth centres, etc.
- Firms and other organisations who may support their employees in taking part in volunteering, social and sporting activities

Bids could be made by individual clubs or from clubs working together to address common developments needs such as increasing participation, and improving marketing and communication.

Grants may also support:

- recruitment and development of volunteers and event officials;
- support for juniors and talented athletes;
- improving events through technology, equipment and mapping.

In addition

EMOA will continue to co-ordinate (as appropriate), encourage and support from its main budget:

- A varied fixtures programme including: EMOA Leagues and Championships; major championships such as the JK and British Championships
- Annual development conferences for event officials, volunteer co-ordinators and other interested club members
- Regular training days/courses for all event officials – organisers, planners, controllers, mappers, coaches
- Coaching and training for orienteers at all levels and ages, including, EMJOS, senior and elite orienteers

Other sources of funding

The EMOA Development Group and Clubs will also be encouraged to look to the O Foundation, local authority small grants and other sources of funding to meet their development needs.

Meeting Actions:

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| | <ol style="list-style-type: none"> 1) Club Reps to nominate a development representative from each club who could review and develop the development plan further with Ranald. 2) Once club reps have nominated their representatives, Ranald Macdonald to set up a meeting to discuss the detailed contents of the development plan, and identify and agree with the club reps the priority projects which could be undertaken. 3) The budget available for the development work should not be committed until we have final sign off for the budget of JK 2024 (to ensure that EMOA is not going to be liable for any loss resulting from JK 2024 (that budget is over £100,000, and should be covered by British Orienteering). 4) Take submissions from the clubs for development activity over time to this development committee and look to identify ongoing development budget that could be available in future years. <p>Rules Updates</p> <p>At the Development Conference John Hurley gave a brief talk on the latest Rules updates (v3.10), and Ranald asked John to go through those changes at the EMOA meeting. The following were the main changes that impact EMOA:</p> <ol style="list-style-type: none"> 1) When measuring the length of urban events, the distance measured for the course length should show the optimal distance that can be followed. (At present many events are still showing the straight-line distance). (In the current rules Appendix B section 11.6 the table is still showing recommended lengths based on straight-line distance, so it should be recognised that recommended lengths when measured by optimal distance will be longer than shown in this table). Club reps should ensure their members understand that course lengths used should be optimal distance, not straight-line distance. 2) The Midland Championships is no longer a level A event, but is treated as a level B event. This should make it slightly easier to organise (However, seeding requirements do still apply). 3) The requirements for controllers at level C events states that they should preferably be from another club. The requirements for controllers at level B events states that, ideally they should be from a different region. They must be from a different club, but that can be from a club in the same region. 4) A new rule was added in v3.10, rule 27.11 – “The start times of competitors shall not be disclosed to other competitors until entries and entry changes have closed”. The rule does not state which events this applies to and potentially could apply to all levels of event. The EMOA committee agreed that we will implement our veto for this rule in regards to all level C and D events within the region. This was agreed unanimously by the committee. | <p>Club Reps to go back to clubs and nominate a representative to take forward the development plan with Ranald.</p> <p>Once club reps have nominated their representatives, Ranald Macdonald to set up a meeting to discuss the detailed contents of the development plan, and identify and agree with the club reps the priority projects which could be undertaken.</p> <p>Club reps should ensure their members understand that course lengths used should be optimal distance, not straight line distance.</p> |
| 7. | <p>Coaching</p> <p>Hilary Palmer stated that if any clubs needed members to be trained as a coach, then please let her know.</p> | <p>Club reps to check if there is a need for any members to be trained as coaches.</p> |
| 8. | <p><u>EMJOS Summary June to November 2022</u></p> <p>Training:</p> <p>Saturday 17th Sept: Dai Bedwell led the joint EMJOS and West Midlands Junior Squad session at Hartshill (WCH area). 5 EM juniors plus about 15 WMJS used the contour exercises to brush up their observational and O’ skills after the summer</p> | |

break. It was also good to have a joint session to make and meet friends before the Junior Inter Regional Championships in Ireland the following week.

Zoom call preparation for the JIRCS races: 4 of the juniors joined Ant and Ann-Marie, to look at the old map of Tyrella sand dunes (previous JK area), old Route Gadget routes, Google Earth and the final details. Last minute information past on from Organisers about changes to accommodation, travel and the need to go out Saturday evening for supper.

JIRCS 2022 24th to 26th September Newcastle Northern Ireland. 9 juniors and 4 coaches/adults travelled. The juniors performed well on both the individual and relay days. Very good joint 7th position first day (combined men's and women's) individuals, with East Anglia and North East squad just 2 points behind. With final 10th position just 3 points behind East Anglia after the relays. Read the Juniors' own report (EMEWS) on what they felt about their experiences.

Allestree Park 13th November: 2 juniors and 2 adults took the challenge to practice at the local event with course maps changed to remove footpaths and cover (white-out) some of the detail. More difficult because Ann-Marie forgot to mention that there were extra controls to visit, so don't pick up the event control descriptions. But the feedback was the focus on using other liner features (veg boundaries) was good practice.

Summer JROS tour and international competitions:

Ben Squire was at the 2022 European Youth Orienteering Championships, held in Salgótarján, Hungary, 1 – 4 July 2022. After a tough first day on the Long course (7.7km) coming 40th (1.12:9 compared to 57:38), he had the sprint day where he came joint 32nd running 17:06, only 1:41 down on the winner. The relay placed GB a good 10th place.



Rachel Duckworth was eagerly anticipating the summer racing in Portugal at JWOC but as the heat and risk of forest fires increased to dangerous levels, the Portuguese government banned everyone from entering the forests. Therefore Part 1 in July was just the sprints. She came 87th (19:22 compared to 14:57 winners time). The Organisers then ran 2 more sprint relay races using the same village (Carapito, east of Porto).

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| | <p>Part 2 (3rd – 6th November) was Middle, Relay and Long distances in the forest. As she herself summed up her performance - happy with a good and steady in the Middle, very happy with the relay run passing many (team was 10th), and then the worst nightmare possible on Long: loosing her dibber in the undergrowth and retiring. But she took away from her first major international competition a lot of learning points and now looking forward to next year's competitions in the UK, Australia and New Zealand.</p> <p>Ellie Simpson and Daniel Glover (LEI) both attended Lagganlia, Scotland JROS camp for M/W14. From the video (https://youtu.be/a8Z1-wTBw34) it looked like they had good weather and enjoyed the best technical training possible.</p> <p>Selections: Talent North, South and Scotland (M/W15 onwards) continue to develop the talent from our regional squad level to the Development (M/W19) and on to Performance Squads. We are encouraging our M/W16 and 18 juniors to aspire and seek selection to the Talent North group, which is also being assisted by coach Ant Squire.</p> <p>Future EMJOS training: Plans made to join NOC's MapActive at Burntstump has not received any takers. We have been invited to join WMJS at their Christmas session on Pooley Fields CP (near Tamworth) on Sunday 11th December. With friends in both squads I am hopeful some juniors will take this opportunity.</p> <p>January 2023: an away weekend, combined with a local quality event on different terrain might be possible – access permitting.</p> <p>Sunday 5th Feb 2023 Chambers Wood (near Lincoln) in conjunction with the LOG EM event, run by John Mather (EMJOS coach).</p> <p>Final note on JIRCS 2022 in Ireland – final costs The plan to use EMJOS funds to offset the significant travel, flights and accommodation costs kept this international event affordable. The final costs for the weekend had to be adjusted up as additional money spent on carparking for coaches and food was finalised. But the final costs were covered by money from the EMJOS deposit account and yearly money from EMOA: Total cost: £2,354. Junior payments: £540 (£60ph), Deposit account: £1,200 and EMJOS EMOA: £614.</p> <p>Ann-Marie Duckworth and Ant Squire - East Midlands Junior Squad coaches – November 2022</p> | |
| 9. | <p>Correspondence The following are the items of correspondence received by the secretary:</p> <ul style="list-style-type: none"> • Mike Gardner had provided the return to British Orienteering for Association Affiliation Returns. One item on this was for a Safeguarding officer for the region (Mike left this blank on return which was acceptable). Chris Phillips stated that officially he had a safeguarding role as chairman. At this stage we won't officially include Safeguarding Officer as an official role (as it is the clubs who have the direct relationship with members), but we may need to in the future. • Draft Rule Changes received were sent to all Chairs, Secretaries and Controllers (see above) | |

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| | <ul style="list-style-type: none"> • CEO September Update (to Chairs, Secretaries and Publicity Officers) – next years AGM is September 16th 2023 in London • Chris sent out updated controllers list for EMOA • BOF Transgender Policy was sent out for comment. | |
| <p>10.</p> | <p>Fixtures</p> <ol style="list-style-type: none"> EMOA League 2022 – there are still 13 events in the league with 2 still to go (27th November – Boothorpe (LEI) and 18th December – Walesby (NOC)). It was agreed that the presentation for the EMOA League 2022 would take place at NOC Strawberry Hill event on 5th March 2023. EMOA League 2023 – there are 14 events planned for the league (though some are very provisional and may not take place): <ul style="list-style-type: none"> • 22nd January – LEI – Outwoods • 5th February – LOG – Chambers Wood • 25th February – DVO – Birchen Edge • 5th March – NOC – Strawberry Hill • 19th March – LEI – Burbage Common • 16th April – NOC – Byron’s Walk • 11th June – DVO – Carsington Pastures • 19th September – DVO – Kedleston Park • 24th September – LEI – Irchester Country Park • 8th October – DVO – Longshaw • 29th October – LEI – Bradgate Park • 19th November – NOC – Watchwood & Calverton • 3rd December – LEI – Ratby • 17th December – NOC - Walesby EMOA Urban League 2022 – 7 events have taken place with 1 remaining event at Dishley Grange on 11th December. The prize-giving for the 2022 urban league will take place at DVO Dronfield event on January 2nd 2023. EMOA Urban League 2023 - there are 8 events planned for the league (though some are still provisional): <ul style="list-style-type: none"> • 2nd January – DVO – Dronfield • 23rd April – DVO – Buxton • 21st May – LEI – Ibstock • 25th June – LEI – Barrow • 16th July – NOC – Newark • 20th August – LOG – Lincoln • 3rd September – NOC – Nottingham University • 15th October – LOG – Grantham | <p>Ursula Williamson to organise prize-givings for EMOA League at Strawberry Hill, and Urban League at Dronfield.</p> |

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| | <p>5. Future Major Events</p> <ul style="list-style-type: none"> i) 29 Jan 2023 – East Midlands Champs – NOC - Clumber ii) 12 Feb 2023 – Compass Sport Cup Heat – LEI – Beacon Hill iii) 14 Oct 2023 – British Schools Score Champs – LEI - Martinshaw iv) 25 Feb 2024 – East Midlands Champs - LOG v) 29 Mar – 1 Apr 2024 - JK 2024 – NOC and LOG have been requested to provide helpers for the WCH Sunday event. Clubs are requested to encourage all members to be available to help during the weekend. Sal Chaffey, Chris Phillips and Iain Phillips have a meeting to discuss timescales in next few weeks, Chris intends to write an article for the next EMEWS on the event. vi) There is a request for someone to host the CompassSport Cup Final in 2024. <p>6. Future events for EM: VHI 2028; JIRCS 2030</p> | <p>Chris Phillips to write article for next edition of EMEWS after the meeting to encourage all to assist.</p> |
| <p>11.</p> | <p>Reports</p> <p>Orienteering Foundation (Pauline Olivant) - Orienteering Foundation report November 2022</p> <p>The Orienteering Foundation are pleased to welcome Clare Dallimore (supported by James Clemence) as an Ambassador for Wales, all regions now have either a Trustee or Ambassador to contact and help support the foundation.</p> <p>Latest news.</p> <ul style="list-style-type: none"> • The board for trustees were able to meet face to face for the first time in 3 years and will use a mixture of Face to Face and Zoom meetings in the future. • Great Coaching day on 24th Sept in the Lakes, report of the day can be found here If any clubs/regions are interested in putting on a coaching day please contact one of the Trustees or Ambassadors. • The Aspiring Elites project has now finished and we heard from the new performance pathway director, Bernie Dietzig, on their plans for the future. We will also be discussing how we could best support WOC 2024 at our next meeting. • The Foundation are working with an undergraduate at Edinburgh University to measure the impact we are having and what aspects are the most effective to support Orienteering. • A grant was agreed to support the JWOC to attend the rescheduled event in Portugal. • We agreed further actions to take on the recommendations from the Newcomer Retention Group report and took early steps towards looking at Volunteering as a project. • A report was received from a previous grant to support development in the Kingdom of Fife Orienteers club full report here | |

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| | <p>If you would like to read more about this news or would like to find out more about the work of the Foundation please see their web site, www.orienteeringfoundation.org.uk,</p> <p>Why not sign up for the Orienteering newsletter, Facebook, or Twitter accounts .</p> <p>Pauline Olivant Trustee Orienteering Foundation 01623 792336 p.olivant@btinternet.com</p> | |
| 12. | <p>Sharing Best Practice Pauline Olivant reported on NOC's creation of MapActive. MapActive is NOC's version of Couch to Green, which CLOK have developed. The following are some of the key points for this approach:</p> <ul style="list-style-type: none"> • Paid Facebook advertising. • 2 stages, Part 1 skills to > Orange standard, Part 2 > Light Green/Green standard • Both parts comprise of 4 Face to Face weekly coaching sessions, interspersed with 1 hr online session on a Wed night with recap notes sent on afterwards. • 5th EM Event. Shirebrook (included in fee) • Payment, priced at £45.00 for both stages or £25 per stage, (includes event) • Some NOC members have also signed up for Part 2, if they are helping we haven't charged. • Coaches have done the planning but others club members have helped at the sessions. • Take up has been from 5 women for first course, we are finishing at Walesby. Time of year may have affected attendance, but NOC wanted to get started and learn as they progressed. • Small team have worked on it, Hilary Palmer leading of the Coaching planning, Ant Squire on delivering the Online sessions, Vic Knight & Pauline Olivant as part of the development group assisting. • Overall plan and online PowerPoint will be available shortly after NOC have finished stage 2. Details of MapActive are available at NOC - Map Reading Course (noc-uk.org) | |
| 13. | <p>EMEWS: EMEWS will be out as soon as Mike has the copy from this meeting into it. He hopes to have it ready around the end of this week and then is away for a week, so as soon as he returns it should then be going out.</p> | |
| 14. | <p>Any Other Business:</p> <ol style="list-style-type: none"> 1) At the next AGM both the Chairman and the Development Co-ordinator are due to stand down after 3 years. We need to ensure we have nominees in place before the AGM. In terms of Chairman, Chris Phillips suggested that if clubs looked around and identified someone, he could approach them / encourage them. In terms of Development Co-ordinator, Ranald suggested that as part of the proposal for development work co-ordination that development reps were to be identified as part of this. It might be possible to persuade one of those to take on the role going forward. | <p>Club Reps (and rest of committee) to identify potential chairman.</p> <p>Ranald Macdonald to talk to development reps, once in place, to see if would be</p> |

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| | | willing to take on development co-ordinator role. |
| 15. | Dates and venues for future meetings: The next committee meeting will be on Monday January 30 th 2023 at 7:30pm and will be held over Zoom. The following committee meeting will be on Monday April 24 th 2023 at 7:30pm and will also be held over Zoom. | |

Meeting closed at 9:22pm