
Board of Directors

Minutes

Thursday 7 April 2022, 11:00

Hybrid meeting: The Studio Manchester and via Teams



Board attendees in person: Darren Bernstein (DBer); Scott Collier (SC); Peter Hart (PH); Andy Robinson (AR); David Rosen (DR); Peter Brooke (PB); Laura Kaye Tomlinson (LKT).

Board attendees via Teams: Lauren Pagé; Drew Vanbeck, Duncan Birtwistle;

Apologies: Pauline Tryner, Ruth Beale

Minute taker: Peter Hart

1. Meeting Administration

The Chair welcomed everyone to the meeting.

The Chief Executive informed the meeting that the recordings would be held on his computer in a personal drive and would be deleted when the respective minutes were approved.

It was agreed that this was acceptable, and all members agreed for the meeting to be recorded.

1.1. Apologies:

Apologies were received from Pauline Tryner and Ruth Beale.

1.2. Declarations of interest

No further additional declarations were made.

1.3. Any other business

The following items were raised:

- 1.3.1. British Orienteering's Trans Policy
- 1.3.2. Taking Advantage of WOC
- 1.3.3. Mileage Rates for staff & volunteers
- 1.3.4. International Orienteering Federation's General Assembly
- 1.3.5. The appointment of Tony Thornley to the IOF Discipline Panel and the resignation of Nermin Fenman from the IOF Global Development Committee.

1.4. Minutes of Board meetings 17 February 2022

Minute 11.1 was amended to read *"Following a discussion, it was agreed that the Board would in principle support a proposal"*.

With the above amendment, the minutes of the meetings of 17 February 2022 were adopted.

1.5. To review the actions from previous meetings

The Chief Executive talked through the action points not on the agenda.

1.5.1. Strategy for hosting Major Events

No further action.

1.5.2. IOF Representation

No further action.

1.5.3. Diversity Action Plan

Still to be actioned

1.5.4. Refund Policy

Still to be actioned

1.5.5. Equity in time/distances between men's and women's courses

Still to be actioned

1.5.6. Survey post European Youth Orienteering Championships

Still to be actioned

1.5.7. Microsoft Business Basic Licenses for Directors

The CEO informed the Board of the cost, and it was agreed to trial it for 12 months.

1.5.8 Race Representation Index Survey/Report

The CEO informed the Board that the index was published in March 2022. As requested, we had contacted Sporting Equals to provide additional information about the composition of the British Squad, but they declined our amendments as they wanted to publish the findings as they were at the time.

1.5.9 Membership Review

David Rosen requested that the membership review be added as an unfulfilled action point.

2. AGM Matters & Annual Report

2.1. AGM Booklet and Voting site

The CEO gave an overview of the voting website and AGM booklet to the Board including sight of the draft website.

David Rosen provided some changes to the supporting documentation which would be incorporated into the final version.

2.2 Proposals

The CEO confirmed that the closing date for member proposals was 22nd April. The CEO had been contacted by a club to request that we allowed members that joined in September 2022 or later, to have their membership period extended until the end of December 2023. The CEO informed the club of the Board's draft proposal on this topic and the club has since withdrawn their proposal.

No further proposals had been received.

2.3 Auditors

The Board confirmed that HaysMacintyre would be proposed as the Auditors for the 2022 accounts.

Scott Collier requested clarification on when they were first appointed and when we should consider going out to tender again. The CEO confirmed that we last went out to tender for the audit in 2018.

2.4 Elections

The Board confirmed that we would propose Steve Cram continue to be President and that the Honorary members should be presented as one proposal and not individually for acceptance.

It was suggested and agreed that draft membership extension and list of Honorary Members proposals should be circulated to all clubs for information at the earliest opportunity.

2.5 Annual Report

The CEO referred to the previously circulated Annual Report and informed the members that it was an early draft.

He requested that Board members reviewed this and suggested any changes directly to him.

3. Finance

3.1. Management Accounts

The Treasurer informed the meeting that he had only recently received the management accounts for the end of March. The delay was due to the Auditors completing their site visit last week.

Once he had an opportunity to examine the accounts, he would update the Board outside of the meeting.

3.2. Membership Waiver

The CEO informed the meeting that two orienteering families were hosting refugees from Ukraine.

It was agreed to waive the British Orienteering element of their membership fees to allow them to compete domestically.

3.3. Financial Policy – mileage rates for staff and volunteers

The CEO informed the Board that he had been approached by staff and a club regarding the current mileage rates we pay staff and volunteers.

Following a discussion, it was agreed that the staff mileage rate would follow the HMRC rate, currently £0.45 a mile and that the rate for volunteers would remain at £0.25 per mile.

4. Strategic Plan

The Chief Executive referred to the circulated Strategic Plan. He informed the meeting that he had hoped to submit a new staffing structure and budget which would both be aligned to the plan at this meeting but further consultation was required.

David Rosen informed the meeting that the baseline for the Performance programme was incorrect as we have achieved podium places in recent World Championships.

It was agreed to set aside a significant part of the next meeting to the Strategic Plan including checking and challenging the key objectives.

5. Governance

5.1. Anti-Doping

The Chief Executive informed the meeting that British Orienteering is contractually obliged to comply with the UK National Anti-Doping Policy (UKAD).

He informed the meeting that we have submitted evidence to UKAD on how we comply with the anti-doping framework. This has been accepted and approved by UKAD.

He went on to inform the Board that the process has thrown up some gaps in our membership process including linking the Membership Terms & Conditions more closely with new members and member renewal. We have at the moment inserted a clause on this to satisfy UKAD but there is a requirement to review this in more detail at a future meeting.

Laura Kaye Tomlinson offered her assistance in providing modules delivered via eLearning which could support this area of work. The Chair thanked Laura Kaye Tomlinson.

5.2. Trans Policy

The Chair informed the Board that there had been an increase in media attention to Trans Policies in sport.

The Chief Executive updated the Board on our current Policy, which was reviewed roughly one year ago and which reflects the IOF's Trans Policy.

The Board recognised that it is an incredibly complex issue and a fast-moving area of sports policy with little scientific research at the elite level that was directly relevant to orienteering.

David Rosen brought to the attention of the Board the "*Guidance for Transgender Inclusion in Domestic Sport 2021*" published by the Sports Councils in September 2021. He also informed the meeting that he had contacted the IOF's CEO as Chair of the IOF Rules group and requested that the IOF review their Trans Policy.

Following a discussion, it was agreed that British Orienteering would formally contact the IOF and request that they reviewed their Trans Policy and that there would be a further discussion on this matter once a response had been received from the IOF.

6. Monitoring Reports

6.1 Matters of Significance

The Chief Executive informed the meeting that there were no new matters of significance to report.

6.2. Operational Plan & Performance Indicators

The Chief Executive reported that the current membership total was 8,069. Membership reminders had been sent out twice to those members that had not renewed.

The breakdown of the membership was 6,573 seniors and 1,496 juniors.

Members between the ages of 16-40 were 1,667 (20%)

Participation was currently reported at 25,757 with 12% of this figure being non-members.

Current predictions are that we may struggle to reach our budget target of 9,500 members by the end of the year and we may just reach the target runs of 140,000.

7. World Championships 2024

7.1. WOC24 Spectator races

The CEO informed the Board that he had been asked by the WOC Steering Group if the Board would waive the British Orienteering Levy for the spectator races. He went on to inform the meeting that the WOC Organising committee had based their budget on 5,000 participants over the five days.

Following a discussion, it was agreed that the Board did not want to set a precedent on waiving the levy fee. However, they were prepared to explore other options to financially support WOC24.

7.2. WOC24 Spectator races - insurance

The CEO informed the meeting that he had also been asked if British Orienteering's insurance would cover the spectator races. The CEO has contacted the organiser of the spectator races to understand further details on the requirements and contacted our broker and informed them of the outline request.

The brokers had agreed to include this as part of the negotiations in October when we discuss our renewal policy.

7.3. WOC24 Making the most of WOC24

The CEO referred to the paper previously circulated. The Board reiterated their support for the project but will request further outcomes specifically around the areas of Development and Competitions as the Board were already supporting the Performance element.

Darren Bernstein suggested that we should also consider trying to develop a commercial legacy from the World Championships as there will be some companies involved in the WOC and that we should endeavour to continue to have a partnership with them after the event.

It was agreed to request a more detailed submission including targets and costs.

8. Standing Items

8.1. Steering Group and Committees Review

The Chair informed the meeting that he recognises that there is a need to review the current committee structure and membership.

A small working group of DV, SC, LKT, PH and DB agreed to formulate an initial plan for the review before the next Board meeting.

8.2. Steering Group and Committee Matters

8.2.1. Competitions & Events Committee

The Chief Executive reported that Chris Phillips had resigned from his role as Chair of the Competitions & Events Committee.

The Chair and the Board thanked Chris for his contribution to the sport in Chairing the Committee for the last 10 years.

Following a discussion, it was agreed that the CEO should contact members of the committee to establish the best process of agreeing to items that may arise between his departure, the formation of the new Committee and the appointment of a new Chair.

8.2.2. Talent & Performance

8.2.2.1. Performance Development Manager - Edinburgh

The Chief Executive updated the Board on the recruitment of the Development Pathway Manager.

The University of Edinburgh had confirmed with a letter of comfort that they are prepared to contribute £12K p.a. for the next five years for the post.

Two applications had been received and interviews were due to take place the week commencing 11 April 2022 with an intent of an appointment before Easter.

The Board approved the appointment of the Pathway Development Manager subject to satisfactory financial support from the University of Edinburgh.

8.2.2.2 Chair of Performance & Talent Committee

The CEO informed the Board that he understood that the Chair of the Performance & Talent Committee was reconsidering his position as there was a perceived conflict of interest with his position as Treasurer of WOC24. The CEO went on to explain that Bob Dredge had been made aware of the review of the committees and was therefore in the interim period happy to continue.

9. Welfare & Safeguarding

The Chief Executive referred to the update provided by the Lead safeguarding Officer of British Orienteering. The CEO informed the Board that the Case Management Group Chair would be speaking to the Board at the May meeting regarding the suspension of a member.

He also requested that the Board members went through the British Orienteering Safeguarding eLearning programme – links to the programme would be sent to all Board members following the meeting.

10. International Matters

10.1. IOF Extraordinary General Assembly

Scott Collier updated the Board on the proceedings at the IOF Extraordinary General Meeting.

He informed the meeting that there was a late proposal submitted to the delegates to amend the IOF's statutes to provide a basis for suspending the Russian and Belarussian Orienteering Federations.

Whilst the suspension of these federations was supported, the British delegates felt that the proposal had not been well thought through and risked creating an arbitrary and unlimited power for the IOF Council to suspend federations .

The Board agreed that Scott Collier and David Rosen should offer to assist the IOF with the redrafting of the proposal for consideration by the member federations of the IOF at a future General Assembly, and should explore whether Netherlands OLB (who had voiced similar concerns) would be prepared to support this.

10.2 Suspension of Russian and Belarusian Federations, athletes and officials

The CEO informed the committee that following the invasion of Ukraine by Russia that the IOF had suspended Russian and Belarusian athletes and teams from all IOF events which includes any WRE events (including the Elite classes at the JK) and recommended that British Orienteering imposed a similar suspension.

- The Board agreed that Russian and Belarusian relay teams and athletes, born in 2003 or earlier, who compete for clubs affiliated with the Russian Orienteering Federation or Belarussian Orienteering Federation would not be allowed to participate at the JK.
- Russian and Belarusian athletes would be permitted to compete at the JK in the non-elite classes providing they were members of a British Orienteering affiliated club in 2021 and/or who had joined British Orienteering in 2022 prior to the invasion (24 February 2022).
- Whilst the suspension by the IOF is in place British Orienteering would not accept any new Russian or Belarusian members .

10.3 The appointment of Tony Thornley to the IOF Disciplinary Panel and the resignation of Nermin Fenman from the IOF Global Development Committee

David Rosen asked if British Orienteering were aware of the appointment of Tony Thornley to the IOF Disciplinary Panel and the resignation of Nermin Fenman from the IOF Global Development Committee.

The Chief Executive informed the meeting that Nermin Fenman had informed him of her resignation and although he was aware of the appointment of Tony Thornley he had not been contacted by the IOF.

11. Any Other Business

11.1. Volunteer Awards

The Board noted the Award winners and congratulated them all for the fantastic work that they are doing for the sport.

12. Future Meetings

Following a discussion, it was agreed that the future dates for Board meetings would be:

Key Dates	Key Dates	Day/Evening/Type
Thursday, May 12, 2022	Board Meeting	Electronic/Teams
Saturday, June 11, 2022	AGM	Leeds – Hybrid
Wednesday, June 15, 2022	Board Meeting – confirm AGM business	Teams/evening
Thursday, July 21, 2022	Board Meeting	Birmingham - Hybrid
Saturday, September 24, 2022	Board Meeting	Manchester
Thursday, December 8, 2022	Board Meeting	London - Hybrid

There was no further business and the meeting Closed at 14:10