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## Board of Directors

### Minutes

Monday, 7 August 2023 @ 19:00

Via Teams



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**Board Attendees in Person:** Ruth Beale; Duncan Birtwistle; Scott Collier; Peter Hart; Andy Robinson; David Rosen; Laura Kaye Tomlinson; Pauline Tryner; Drew Vanbeck.

**Guests:** Peter Brooke;

**Apologies:** Darren Bernstein; Lauren Pagé;

**Minute taker:** Peter Hart

### 1. Meeting Administration

#### 1.1. Welcome and introduction.

The Chair welcomed the Board members to the meeting.

The Chair informed the meeting that a recording of the meeting would be held on the Chief Executive's computer on a personal drive and would be deleted when the minutes were approved.

It was agreed for the meeting to be recorded.

The Chair brought to the attention of the Board the results of the Performance Pathway Programme at the recent World Cup round, including Ralph Street's Gold medal in the Sprint event. The Board congratulated Ralph and the team on the results.

#### 1.2. Apologies:

The Chair informed the Board that Darren Bernstein and Lauren Pagé had submitted their apologies.

#### 1.3. Any other business

No further items were raised.

#### 1.4. Declarations of interest

No further additional declarations of interest were made.

### 2. Minutes of Board meetings 24 July 2023

The minutes of the meeting 22 May 2023 were approved without amendment.

### 3. Actions from previous minutes

#### 3.1. Strategy for hosting Major Events & IOF Representation

No further action had been taken since the previous meeting.

#### 3.2. Diversity Action Plan

The Chief Executive informed the Board that the team had completed the first draft of the Plan which is due to be reviewed by the Sport England consultant over the coming weeks. It is expected that the final version will be presented to the Board at their next meeting for approval.

### **3.3. Honorary Members**

The Chief Executive informed the board that the development team will look at including the nomination process for Honorary Membership as part of the volunteer awards and that a small evaluation group will be set up to look at the submissions.

### **3.4. British Orienteering Environmental Policy/Strategy**

The Chief Executive informed the Board that there had been delay in developing this work stream due to illness of one of the members of staff involved.

The Access and Environmental Officer was currently reviewing other NGB policies and strategies and has already delivered a webinar on sustainability and the environment.

He informed the Board that the member of staff will also be working with the IOF Environment Group to understand the affiliation requirements from an IOF perspective.

## **4. Governance**

### **4.1. AGM**

#### **4.2. Proposals – Levy**

The Chair reminded the board this item was carried over from the last board meeting due to a lack of time to fully discuss it. He brought to the attention of the Board the recent member discussions on social media and at the Scottish 6 Day Event.

There was a full discussion, and it was agreed that there was a requirement for the Federation to demonstrate more clearly to the members how the membership fee and levy is used.

The resolution to the AGM to introduce a new levy category for Senior non-member participants was approved and it was agreed to review the supporting statement accompanying the resolution to take into account some of the feedback received at the Scottish 6 Day event and on social media.

It was agreed that the Chief Executive should inform the members of the proposals at the earliest opportunity and before voting was opened.

#### **4.3. AGM Booklet**

The Chief Executive referred to the previously circulated AGM Handbook.

Ruth Beale suggested that we should include the proposal for the medallists from the World Championships 2022 to become Honorary members. This was agreed.

It was agreed to:

- Start the AGM at 15:00 on Saturday, 16 September 2023, immediately after the scheduled conclusion of the London City Race prizegiving and
- To have a small group of Board members to review the AGM Booklet before it is finalised.

#### **4.4. Auditors Resignation**

The Chief Executive informed the Board that the auditors, Haysmacintyre had resigned as a result of changes in their internal resourcing situation. An open tendering process for new auditors had started and we expect to be able to appoint and announce the new auditors in late autumn.

Haysmacintyre have indicated that they will work with the new Auditors in the handover.

## 5. World Championships 2024 Edinburgh

The Chair reminded to Board of the request from S6D and SOA for financial assistance towards WOC 24.

He referred to a previously circulated slide deck which outlined the offer.

The Chair informed the Board that the support would be conditional and subject to a contract. It was not clear at this stage if the offer would be made to SOA or S6D. It was agreed that the preference would be to make any agreement with SOA rather than S6D.

Following a discussion, it was agreed that:

- The Board approved the package (The Chair declared an interest, having negotiated the package, and did not vote)
- The Chair to inform S6D and SOA
- That a contract would be drawn up confirming the offer once accepted by SOA

The Board thanked the Chair for negotiating with SOA and S6D.

*Duncan Birtwistle left the meeting*

## 6. Governance

### 6.1. British Orienteering Trans Policy

The Chief Executive reminded the Board that they had previously agreed that the date of implementation of any new Policy would be 1 January 2024.

A small amendment clarifying the default applicability of the Policy at non-Major events, proposed by David Rosen, was agreed.

There was a long discussion regarding whether the proposed British Orienteering Trans Policy should apply to all age groups, or whether different rules should apply to younger children. Legal guidance had been received suggesting that a policy that did not permit children to self-identify before puberty would likely be unlawful under the Equality Act. The Board could not agree an approach and requested that the Chief Executive to put forward some proposals via the Trans Policy Working Group and for them to bring forward to the next meeting for agreement.

*Pauline Tryner and Laura Kaye Tomlinson left the meeting.*

## 7. Code of Governance Statements

The Chief Executive referred to the previously circulated paper.

He informed the Board that he had sent a statement to Sport England to suggest that we were partially compliant with the Code of Governance as we had three areas of work that were outstanding.

The Board approved the statement.

## 8. Matters of Significance

There were no matters of significance to report.

## 9. Welfare & Safeguarding

Peter Brooke referred to the previously circulated paper regarding the outcome of a court case in Scotland relating to a first aid provider. Clubs had been previously advised not to use this provider and a further reminder had been sent to all clubs.

Peter Brooke also brought to the attention of the Board the improvement in the quality of the safeguarding information on club websites.

## 10. Standing Items

### 10.1. Steering Groups and Committees

The Chief Executive informed the Board that he was working to a timescale for agreement for the first part of the committee restructure programme.

David Rosen requested that the Rules Group membership and Terms of Reference should be updated on the website. This was agreed.

### 10.2. Coaching Committee

The Chief Executive referred to the previously circulated report. He informed the Board that the Coaching Committee had recommended withdrawing from the UKCC scheme. The Board approved this and recognised the timescales involved.

Scott Collier requested further discussion at a future meeting on why the group were advising against the development of a parallel pathway to enable those with relevant prior experience to learn to coach performance athletes without first being required to coach newcomers.

## 11. International Matters

There were no international matters brought to the attention of the meeting.

## 12. Closing business

### 12.1. Any Other Business

The Chair brought to the attention of the meeting that this was Ruth Beale's last Board meeting. He thanked Ruth for her contribution to the Board and sport over many years and wished her well with the future.

No further matters were raised.

### 13. Future meetings

The Chief Executive agreed to sent out a Poll to agree the October date.

Key Dates	Face-to-face / Teams <i>(Teams meetings will be evenings)</i>	Purpose
23 August	AGM Handbook to be sent to members	
Saturday, 16 September 2023	AGM	
Proposed - Monday 2 October	The Studio, Birmingham	Standard Meeting
Proposed - Monday 11 December		Standard Meeting - London

The meeting closed at 20.58