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# Forth Valley Orienteers

Orienteering at the Heart of Scotland

## Committee Meeting

<b>Date</b>	Monday 22 <sup>nd</sup> June 2020
<b>Location</b>	Zoom
<b>Present</b>	Jen Leonard, Brad Connor, Andy Llewellyn, Sarah Tullie, Steve Scott, Paul Hammond, Hazel Dean
<b>Apologies</b>	none

### 1. Phase 1+2 activities

- Routegadget-based VOCs & POCs are up and running in both Linlithgow and Stirling/Dunblane hubs, thanks to Graham for planning the latter set. We should publicise more in the latter hub by posting some information to local groups.  
**ACTION: Graham** will post to the Doune group, **Brad** will send around Dunblane school groups, etc.
- Feedback on quizzes, Zoom calls club chats, etc.: these have been great at fostering club spirit and continue to be popular. The quiz in particular has been well attended throughout and the Monday Pilates Zoom is still going strong. The course planning competition is now down to 4 people – thanks Steve for running that.  
**ACTION: Steve** will coordinate a Zoom finale – and a host for that! – to wrap the series up.

### 2. Phase 3: Draft plan for Phase 3 subject to SOA guidance

- In phase 3 people will be able to travel for recreation purposes, and the guidance will probably grant permission for live events with restricted numbers. The SOA route map suggests that local events could begin again; a key factor will be how many people are allowed to attend a 'live event'. We might start in mid-July, at the earliest, but there is still quite a lot of detail to be hammered out.
- Dibbers – encourage our members to get dibbers in advance and to hand out club dibbers to club members who don't have them. We agreed to not hand them out in advance, but to only do this at the event(s).
- Entry system and payments – there's a BO webinar this week. Physical handling of money is a concern. GG noted that in other countries, for small events people don't pay, but are trusted to settle up at the end of the year when someone works it all out. Short of that, a mobile card reader would reduce/eliminate the need for cash; it would be great if the club had one or two of those. An alternative would be to ask for payment to the club coffers in advance; how would we deal with non club-members? Could people outside the event do that as well? To what extent would we want to validate pre-payments on the day? If we were to use an existing system like

fabian4, it's only when you get over £10-20 entry fee mark that the relative cost of the fees goes down. We'll need to decide this before phase 3.

**ACTION – Paul and Graham** will attend the seminar and feed back

- PPE – we have some face shields and sanitiser, courtesy of Clacks Council. The first aid kit should have a CPR mask in it; potentially gloves, too.
  - Code of conduct: do we have to ask people to sign it? We could use a Google form (which is what ScotJos do now), or a tick box on the pre-entry form on fabian 4.
  - Format / frequency of events? Local series like the WEEs? It would be good to get a little league going when we start up again; it's possible that some people will still be trying to go away during school holidays, but others will be around. Normally we'd be kicking into the Sprint series in mid-to late-August, but that's actually the hardest to put on at the moment, as it's harder to keep social distancing in urban environments.
  - A Central Scotland O week? This might be difficult, but if schools go back with a blended learning model then it might be a good thing to offer. Spacing out easier on a Sunday, so perhaps we could offer a blended model for orienteering, too: have a Sunday event but leave controls out (SI units or Paul's algorithm).
  - Hazel thought that there might be problem if we do the week, as it would leave insufficient time for kit cleaning between events, but Chris said that if he were to put out, collect in and simply manage the kit all on his own, he wouldn't really need to clean it.
  - GG felt that there could even be demand for two events/week, and that we shouldn't be scared to step it up and do as much as possible. League. Limit it to club members only?
  - We should get permission with flexible events in advance. Sarah said that we could ask landowners if they would be open to it, now, without specifying dates, and state that we'll be following SOA guidelines. Hazel wasn't sure; maybe we should wait until nearer the time. We know what areas will be easier to get permission for. She felt that if we don't give dates we'll not get a direct answer now, and a lot of them can't actually say no. Could we start with the councils?
- ACTION: Sarah** to contact councils, liaising with **Hazel** and **Chris** which areas to go for.
- How will we cope with newcomers needing guidance/training? Andy suggested asking on the entry form for people to state if they needed help, to assist in planning. We should also seek out and promote virtual self-learning resources? Steve also pointed out that shadowing can and indeed should be done at a safe social distance!

### 3. Major events 2020/21: Stirling City Race 2021+

- SoSOL in late Autumn / November? Don't know yet; leave it on the calendar
- GG put the case for offering a Stirling City Race next year, and was keen to make it a regular fixture, like Edinburgh. There is enough quality and scale to the urban area to introduce new racing maps for a few years, at least. Brad suggested that we could try for a three-race weekend, perhaps, like the Edinburgh Big Weekend. Jen noted that we had hoped that a call for that sort of ambitious scheduling would have come out of the SOA review, but it doesn't seem to be quite at that stage yet. Andy did feel that having a fixed slot every year would be key to securing the fixture.
- Graham is also keen for the club to plan on hosting a SOL every year, a Scottish urban league race every year, and even offer to host the Scottish Champs every 3<sup>rd</sup> or 4<sup>th</sup> year. He noted that it would be important for funding applications to show that we are hosting so many national

events, major events, etc. He asked if the club has a 5-year event plan; we don't currently have that, nor do we have a specific person on the committee whose role that is, although we do have our Development Plan which does cover some of those ambitions. This could be reviewed/expanded.

- We typically coordinate event planning with the SOA on a one- or two-year advance basis; we have no direct line of communication with BO. This was Ben's responsibility in the past, but we have no one in post. It would be good to identify someone who could oversee event scheduling. Jen was happy to take on the lead for planning the major events. GG and Chris happy to support. Everyone to think of someone to step up to take on the Event Coordinator post.
- Steve – Devilla, CSC final 2022 needs to be confirmed two years in advance. **ACTION Graham** to get that sorted with KFO. GG have a chat with Jen & Brad before that meeting.
- Eurometing 2023 – noted that it will be a 6-day year, hopefully FVO will not be so heavily involved but worth keeping on the radar.

#### 4. Mapping update from Graham

- Graham walked us through his detailed Mapping spreadsheet. He is tracking all of the maps we have, and colour-coding them: Green all ok for events now; Yellow – in production; Orange – need some work but "OK"; Red – not currently usable in present state but will never be used again.
- He also has an impressively long list of areas that might want to map in the future.
- All sprint maps have been updated to the latest spec now, and he has also got ost forest maps to latest spec, too.
- He has put a new layout on virtually every map
- In the past everyone has gone to Will for maps, updates etc – people should now come to GG for that. Will has access but Graham will be doing the updates.  
**ACTION Steve** update the organiser packs to point people to GG instead of Will, get it back on the website.
- Ongoing maps – Plean, Bonnyfield, Polmaise, Cambusbarron – now no urgency, but underway
- Funding.
- Andy asked if the SOA development fund would extend to mapping? In the past there has been the 6 Day mapping fund, in the years when the Six Days made lots of money; the Development Fund is aimed at specific projects.
- The Stirling Community Fund probably wouldn't want to fund maps, but other stuff – yes.

Thoughts going forward:

- Priorities – Gartmorn? Hazel: this has slightly complicated ownership. We've also not used it since 2013, so, landowners might have changed. It's still worth looking at.  
Graham has already mapped Biggins Wood next to Dunblane, and it's very nice! Graham is going to approach the Dunblane Development Trust and maybe can get some funding towards it in retrospect.
- Devilla remapping will be expensive; there is virtually no LIDAR, it's all a PG plot. Graham has already approached Pat about that.
- There is always demand for new maps in the Callander and Linlithgow areas.
- Falkirk Wheel – small updates required.

## 5. SOA Silver Accreditation: 5 gaps we need to work on

- Club vision statement. Three potential options: a) we could use our Constitution Statement; b) we could use the Sport Scotland statement; or c) we could borrow MAROC's vision document that comes in 5 bits. **ACTION ALL** to look at the MAROC one and their event and feedback to Jen. Andy asked if there could be a balanced approach, taking the structure of the MAROC one but trimming it down, although it does largely mirror the SOA's one. We will vote on this at the next committee meeting
- Committee roles –Hazel has been looking out some more generic ones. She'd contacted someone at her office for role descriptions but has had no response yet. BASOC have a pretty good template, too; we could look at other club's sites and try to adopt the best that we find. **ACTION Hazel** to work with **Jen** on a template to send out to people
- Child safety courses – of the people whom we know to have been on one, only Jason's course was within the last 3 years, which is the validity period! People would only need to do the first part, which comprises a phase 1 (e-learning) and a phase 2 (virtual workshop). Any FVO coaches going on an Active Stirling one would be free, but there are none running at the moment. Other sports do seem to be running them virtually though.
- The BO coaching licence database shows only 7 club members with current coaching qualifications; many have lapsed BO *should* be sending reminders to people when their qualifications are expiring, but it's not clear that that has been happening; Jen will check with the O'Donoghues to find out if that is the case. We should attempt to get everyone else on the club who is involved in coaching in any capacity to get their qualifications up to date.
- Event review process. We need an event review process. Suggest we have a meeting next with Fran. Brad will join Jen. **ACTION Jen and Brad.**

## 6. Outstanding actions from previous meetings

Previous meeting minutes were accepted.

### Outstanding actions

- Virtual ESW on the calendar for 1<sup>st</sup> July; **Steve** to see that through
- FVOrmail list backup admin: **BC still to send details to Paul (edit – now done)**
- **Brad** to send a lost of members on the FVOrmail distribution list to Neil
- SiDroid – **CS still to test**
- Kit insurance – **AL still to investigate**
- Club Champs – still to identify an organiser but not clear if it will run. Review next meeting.
- Website changes: **BC** still awaiting David N availability to create committee/roles area
- Organiser pack updates re 1-1 situations with children: **BC still to upload** to resource area of website, will do so when Steve has updated the pack information re mapping contacts.
- Social Secretary: **BC** and LL still seeking a replacement for her (dinner dance etc.)

## 7. Any Other Business

- Finance note position – not materially changed from last time, still following up with SOA on some funds coming in.
- Lewis is happy to take on the role of Night–O series coordinator and has asked some questions. Firstly, he is keen to start offering Orange courses for ‘beginners’ – we have tried this before with limited interest, it is a totally different kettle of fish from day orange! Maybe it would be better to call it something different. We also noted that the basis for the series was that it was one course with a cut-off for those wanting a shorter run, which makes it easier for people to organise. Maybe we shouldn’t try to offer an Orange one at every event? **ACTION: Paul and Andy** to get back to Lewis on his suggestions.
- Jen – ESOC have made their club a ‘SCIO’. This essentially limits liability on committee members to £1. It would be interesting to know why they felt they needed to do it. **ACTION Paul** to ask Walter Clark. There is a fair bit of paperwork required but if there is a genuine reason for doing so, we might have to consider it.

## 8. Next meeting

- Wednesday 15<sup>th</sup> July, 7:30 by Zoom, if revised guidance from the SOA comes out; this could be a meeting focussed solely on how to kick-start events, again. This date might well be revised.