

31 Jan 20

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**RECORD OF DECISIONS – AOA EXECUTIVE COMMITTEE MEETING
HELD ON LONGMOOR TRAINING CAMP 28 Jan 2020**

Present	Col Ed Heal Lt Col Chris Huthwaite Lt Col Richard Mawer Maj Andy Johnson WO1 John Leddy Maj (Retd) Colin Dickson Maj (Retd) Allan Farrington Phill Batts	AOA President (Chairman) AOA Chairman MLS Chairman/Capt Army Men's Team AOA Sec AOA Treasurer AOA Mapping Adviser AOA Tech Adviser AOA Coaching Officer/MLN Tech Rep	EH CH RM AJ JL CD AF PB
Apologies	Capt Kezia Jukes Capt Al Mathers Capt Ian Page WOII Mac Philpott SSgt Des Dickinson SSgt Vicky McCreadie	Army Women's Team Captain MLN Sec MLG Sec MLNI Sec MLS Sec MLC Sec	KJ AM IP MP TD VM

	Action
<p>Item 1 – Introductions and Opening Remarks</p> <p>1. The President welcomed all, drawing attention to the Inter Unit Championships in May which would provide a focus for orienteering as Individual Military Trg (IMT), emphasising the need to engage with all levels of command to improve Army participation.</p> <p>2. AOA Chair reiterated the purpose of this meeting, which was a mandatory annual requirement, to demonstrate compliance with public and non-public funding requirements. For complete transparency, RODs of the meeting would be published in the AOA section of the BAOC website.</p> <p>Item 3 – Previous Minutes and Actions</p> <p>2. The minutes of the meeting held in Sep 19 were approved, with no matters arising.</p> <p>Item 3 – AOA NGB and ASCB compliance</p> <p>3. For the past 2 years, AOA had agreed to adhere to Army Sports Control Board (ASCB) sports requirements and attend its annual briefings. AOA and ASCB had agreed with the JSP 660 definition that orienteering above Inter Service level (and overseas) would be defined as sport with all other activities being IMT.</p> <p>4. AOA had recently sought funding support for the sport elements and awaited the outcome of its request.</p> <p>Item 4 – AOA Governance</p> <p>5. EH and CH were confirmed as President and Chairman respectively for the forthcoming year.</p> <p>6. <u>DIN</u>. CH stated that this was important document, which was endorsed by D</p>	

	Action
<p>Trg. The AOA Management Plan flowed from the DIN and outlined the mission and tasks to be undertaken over the next 2-5 year period and also covered safety principles and responsibilities. The document would be published on the BAOC website.</p> <p>7. Training courses would be regularly reviewed to establish whether the existing format needed to be changed in light of falling attendances and recognising the change in some training delivery models.</p> <p>8. <u>AOA Sec Resignation</u>. AJ confirmed his resignation from the role in Sep 20, confirming in the remaining time, he would oversee the implementation of new financial operating model, and update the Orienteering DIN to reflect changes over the past 2 years.</p> <p>9. AJ was thanked for his support.</p>	
<p>Item 5 – Finances</p>	
<p>10. <u>Public Fund</u>. The Secretary outlined current expenditure to date, which was around the same value as the previous FY at Jan. FY18/19 outturn had been £38 000.</p> <p>11. <u>Revised Financial Requirements</u>. Following discussion with Army Finance, AOA Sec reported that a budget at around £40 000 had been recently forwarded for formal confirmation. As part of the change in requirements, the manner in which AOA staff were engaged was likely to change from Miscellaneous Payments to Fee Earner arrangements. This approach would reduce administration for all parties but particularly for coaching staff was likely to mean that tax would be taken at source, in accordance with tax treatment direction. AJ had drafted a letter to all AOA staff, which he requested to be distributed via PB and CD as they oversaw the engagement of the individuals concerned.</p>	
<p>ACTION 2001: Distribute update letter re revised payment mechanism to AOA coaches and mappers via PB and CD.</p>	AJ
<p>12. Following discussion regarding delivery of support to Army Cadets, it was agreed that Cadet training;</p>	
<p>ACTION 2002: be included in the Management Plan.</p>	CH
<p>ACTION 2003: HQ RC would be contacted to confirm it was content with inclusion as part of Army training, with a subsequent approach to D Cap if necessary. PMN – HQ RC confirmed that it wishes to identify other (non-publicly funded) sources of support for cadet orienteering. As a result, propose funding of ACF orienteering is to cease.</p>	CH EH
<p>13. <u>Non-Public Fund</u>. The AOA Non-Public Fund Manager advised current balances on the account, at £ 4600 after payment of DIO levies.</p>	
<p>14. It was reiterated that all leagues must comply and match MLS rule and all MLs need to comply with the AOA licence and payment of DIO levies.</p>	All MLs
<p>15. <u>ACSB Funding for Orienteering as a Sport (Service Level)</u>. A request had been made to ASCB seeking financial sp for orienteering at Service level and above. As no formal indication had been received, this would be pursued. It was stressed that there needed to be clear delineation between IMT and sporting categorisation.</p>	

	Action
<p>16. <u>Sponsorship Licencing Agreement</u>. AOA had recently received a request to sign an agreement following the recent appointment of a new sponsorship agent. As the implications of signing across rights were not clear, further discussion with ASCB was required.</p>	
<p>ACTION 2004: Liaise with ASCB to understand what sponsorship of Army Orienteering might deliver.</p>	CH
<p>Item 6 – Licencing, Insurance and Access</p>	
<p>17. <u>DIO/TOPL levy</u>. The recent increase in DIO levy in February was noted which would need to be collected via all military leagues (MLs) as was the resolution of issues surrounding catering arrangements in MLS and DIO trader licencing requirements.</p>	All MLs
<p>18. <u>Third Party Insurance</u>. Payment of the Third Party Liability (TPL) Insurance premium was also confirmed and a copy of the 2020 certificate would be posted on the BAOC website in due course.</p>	
<p>19. AF enquired about the number of events held in Northern Ireland as these had not been included in the estimate for events across the UK for the purpose of defining the insurance premium, but confirmed these would be covered if BOF cover was not being used.</p>	
<p>ACTION 2005: Write to Sec MLNI to confirm insurance cover for civilians (AOA TPL or BOF) and DIO levy payment for civilians on Military Estate.</p>	AJ
<p>20. <u>Building 25</u>. A plan had been drafted to ensure that the building was properly maintained with an aim to increase usage of the building. This included considering collaborative sharing with external organisations, e.g British Orienteering. Growing such links was proving challenging, with PB providing a recent example of offering to accommodate Junior Inter-Regional competitors but on learning that the non-entitled accommodation charge for each competitor would be £38 per night, cancelled the provisional booking.</p>	
<p>21. AF suggested that BAOC may be able to assist/support, utilising Hogmoor and Bordon and recommended liaison with the HQ Regional Command (RC) Engagement Team.</p>	
<p>ACTION 2006: Draft one page brief for AOA Chair.</p>	AF
<p>ACTION 2007: Liaise with HQ RC Sports Engagement Lead (Lt Col Donna Lodge) regarding engagement through orienteering.</p>	CH
<p>22. A forthcoming review of byways on Aldershot Trg Area to improve public access was noted.</p>	
<p>Item 7 – Courses</p>	
<p>23. A report from the Coaching Officer was received. Of note, was the reduction in ASPT funding of one Skills course for the forthcoming FY due to dwindling attendance numbers. It was likely that normal delivery would be to move to only 2 courses operating concurrently rather than 3 due to the lack of demand, especially if numbers continued to dwindle,</p>	
<p>24. The recent increase in numbers of recruits was noted, which may lead to a potential increase in demand for the Skills course.</p>	

	Action
<p>25. A draft Coaching Officer job description was tabled for discussion given the proposed resignation of PB in 2021. PB felt that a younger person would be required to improve credibility with soldiers. Potential candidates were discussed.</p>	
<p>26. It was agreed that there was a need to review courses by the year to consider the delivery of coaching course and appropriate means of delivery. This was likely to fall to the incoming Secretary.</p>	PB/CH
<p>ACTION 2008: Undertake review of AOA course delivery by end of year.</p>	
<p>27. CD and AF were thanked for their support and assistance at the presentation to Ian Kevan, which he had significantly appreciated. The venue was recommended for future similar events.</p>	
<p>Item 8 – Mapping</p>	
<p>28. Updates were progressing well. CD had requested an uplift to the budget to progress shared mapping costs (@50%) of military estate with local civilian clubs e.g. BKO and SN. This had been declined and set at no more than £7500 for the next FY. IOT manage spending, CD would return to selective mapping of areas e.g. Barossa.</p>	
<p>29. Access to Long Valley North was proving difficult for civilian clubs and it was confirmed that clubs could not put on C grade events on military estate, as the DIO charging regime meant that they lost money.</p>	
<p>30. It was reiterated that mapping funds were for the updating of military estate maps only, within the UK.</p>	
<p>Item 9 – Army Competitions</p>	
<p>31. <u>Inter Unit Championships 2020</u>. Maj Rob Ashton would be organising the 2020 event and it would again take the form of a range of Spanish Score courses on Day 1 (13 May) for individuals in each team to cater for the range of skill levels of those attending and that the Day 2 event (14 May) would remain as a Harris relay, with only a team time to count.</p>	
<p>ACTION 2009: AOA Sec was to organise prizes in liaison with the Treasurer. Consideration was to be given to O kit such as compasses or description holders.</p>	AJ/JL
<p>32. Results reporting requirements would be more tightly defined so that they were available in a timely manner to assist with prizegiving.</p>	AF
<p>ACTION 2010: AF to liaise with Simon Farrington wrt on online entry system for completion by Team Captains, as was delivered for ASCB X-Country events.</p>	
<p>33. In response to an AOB query regarding the possibility of entering Garrison teams where units were unable to field teams, it was confirmed that such teams would be welcomed as Ad Hoc entries only, as they were not defined Units.</p>	
<p>34. PB stated that of the targeted 250-400 competitors sought, he and his team would be only able to deal with 100 for the training package.</p>	
<p>35. <u>Inter Corps & Individual Championships</u>. The RA was the organising corps for 2020 and was considering using Long Valley North, as part of the Southern Championships, which would take place over 28-29 Nov 20. Whilst BAOC could</p>	

	Action
<p>sponsor the night event on the area, BOK, as the organising club for the entire event, would need to book through DIO as a civilian event.</p>	
<p>36. <u>Inter Services Competition.</u> The recent success of both Male and Female Army teams was noted. RAF would be responsible for arranging the 2021 competition. The timing and format of this year's competition was satisfactory. The increased number of female competitors was welcomed, albeit that the other sS seemed less successful in generating female attendance.</p>	
<p>37. A new Army strip had been designed and confirmed.</p>	
<p>38. The composition of the Combined Services Team was now confirmed, with significant Army representation.</p>	RM
<p>ACTION 2011: RM to liaise with Lt Col Giles IOT publicise the final selection list and competition date for the Combined Services event.</p>	
<p>39. <u>Parity and realignment of M/W prize categories.</u> Male and Female prize categories were not equally aligned. This was often based on low numbers within the prize categories, rendering them non-competitive. It was agreed that parity should be sought, subject to a minimum number of competitors within each category for both sexes.</p>	AJ
<p>ACTION 2012: Align prize categories and determine minimum competitor qualification levels for all groupings, across all AOA competitions.</p>	
<p>Item 10 – League Reports</p>	
<p>40. Reports were received from the ML secretaries:</p>	
<p>41. <u>MLS.</u> The high ratio of civilian to military competitors was noted. It was clear that there was a need for more units and Army personnel to volunteer to support and deliver events. This could include increasing league points for officials to encourage volunteering. MLS Sec was thanked for the comprehensive report.</p>	
<p>42. <u>MLN.</u> PB reported that attendance was improving, with a 2/3 military, 1/3 civilian mix, with all major units represented. As part of the Eurocity Tour 2020, an event would be held in the Richmond Garrison.</p>	
<p>43. <u>MLC.</u> SSgt Vicky McCreddie had arranged one recent event, with low military attendance, with another event planned for later in the season. She would be posted later this year and a replacement secretary would be required. Sgt Limbu was suggested as a potential replacement.</p>	
<p>44. <u>ML – Scot.</u> The location of EMIT equipment for this league remained unclear.</p>	
<p>45. <u>MLNI.</u> Increasing interest and participation was noted. It was unclear what insurance arrangements were in place (BOF/AOA) whether or levies were being collected from within the entry fees.</p>	AJ
<p>ACTION 2013: AOA Sec to seek confirmation of insurance and levy arrangements.</p>	
<p>46. <u>ML Germany.</u> It was confirmed by the former secretary that orienteering had effectively ceased in 2016/17, with equipment being returned to Bielefeld. It was possible that this kit could be recycled for UK leagues.</p>	AJ
<p>ACTION 2014: AOA Sec to identify where kit is currently located via the former</p>	

	Action
<p>secretary,</p> <p>Item 11 – AOB</p> <p>47. <u>World Masters 2021</u>. This event would be held in Japan during May and it was confirmed that the feasibility of an orienteering team participating would be considered, with a submission to ASCB.</p> <p>Item 12 – DONM</p> <p>48. An AOA AGM would take place on 13 May at Longmoor, during the Inter Unit Championships.</p>	

{Original Signed}

A M Johnson
Maj
Secretary AOA

Distribution:

All Executive Committee members

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Corps Secretaries