

## Reports February 2022

Name: Paul Taunton  
Role: Chair  
Report: February 2022

The two events in Lydney Park that I am controlling (23/2 BAOE planner Andy Stott & 27/2 NGOC planner Bob Teed) are progressing OK with all sites tagged and checked and courses very close to final. Permissions in place from all 3 landowners (Lydney Park Estate, Fish Farm & Forestry England *for BAOE event only*). Fees agreed by Tom with Lydney Park very reasonable (NGOC £350 including parking, BAOE £300 as parking elsewhere). [ ... ] when I agreed to control, I expected that the two events would have much in common. **In fact, the parking, start, road crossing, finish and every control apart from one are different.** Note that the NGOC event has been downgraded to a "Local" event, so a controller no longer strictly necessary. I will be available during the BAOE event **but sorry to say I won't be available during the weekend of the NGOC event.** Bob is aware of this.

**If the two events on Lydney Park Estate go well, without any unforeseen complications, then I think we should probably go ahead and map the remainder of the area, as the present area is rather small, and complicated by the road crossings.**

I have received draft courses from Samuel who is planning the Cleeve Hill event on 19/3 and will be working on those soon. Have made contact with Vanessa re Parkend League in September which I've agreed to control.

I would like to mention the Maprun "Checksites" facility, as I think that we should be using this to confirm control site locations for our League events. I am working on revising the NGOC Planning Guidelines - my draft revision (recently checked by Pat) includes reference to "Checksites", but I need to correct some points before issue!

**Name:** Alan Pucill  
**Role:** Treasurer  
**Report:** February 2022

- Current balances (at 2<sup>nd</sup> February)
  - Current Account £ 8,072.75 (Down by £400 since last report)
  - Deposit Account £11,519.15
- Summary of larger items since last meeting (rounded figures):
  - Income
    - Income from Fabian4 October, November & December
      - League £2193
      - Mapruns £383
      - BNOC £9524
      - WNL £170
      - NYD Score £858
      - Total £13128
    - EOD income £222
    - Membership £85
  - Expenditure
    - BOF/SWOA/WNL levies £2452
    - Transfer to BOK for Cannop Ponds event £3381
    - Landowners (FE, Whitcombe, NT) £306
    - Mapping including OCAD licence (£778) £835
    - Equipment £100
    - Printerbase (backlog of fees due to admin error) £630
    - BML Printing for BNOC £473
    - Other BNOC costs £4250
    - CSC Entry £460
    - Portable toilets Soudley (paid in error!)\* £252
    - Soudley expenses (inc. toilet hire) £300
- Income from Fabian4 lags a month behind.
  - Expected income at end of February (from entries made in January)
    - League £803
    - Mapruns £0
    - SW League – Soudley £1341
    - WNL £255

**Notes:**

The new bank mandate was rejected so I have to start again (see agenda item 6). However, the bank has accepted Rhiannon as the secondary user for online banking.

\*When I received the invoice from Abbey Loos, I paid it, forgetting that Shirley had already paid and was claiming it back within her expenses. I am in contact with Abbey Loos to reclaim the payment!

FE have not billed for Symonds Yat, Chestnuts (NYD) or Soudley yet. For interest I have provided a breakdown of income and expenditure for events this financial year so far. (Note that map printing costs are not included in this analysis. Income in blue has yet to be received.)

**Name:** Pat McLeod  
**Role:** Equipment and Development Officer  
**Report:** February 2022

#### IN EQUIPMENT ROLE:

##### **Tasks Completed**

- Renumbered the 201-230 series controls to 71-86. Remaining ones used for extra infrastructure controls – SIAC Test, Check, etc

##### **Tasks in Progress**

- None

##### **Tasks Planned**

- Review and preparation of additional equipment and signage for JK22

#### IN DEVELOPMENT ROLE

##### **Tasks Complete**

- None

##### **Tasks in Progress**

- Review and refresh of the two club websites, to amalgamate them, improve newcomer appeal, and hopefully simplify ongoing maintenance of the revised site
- Review and coordination of NGOC response to the Orienteering Foundation report on Newcomer retention, aimed at trying to put into place some of its recommendations.

##### **Tasks Planned**

- None

#### NOT IN ROLE

##### **Tasks completed**

- Organised the British Night Champs
- Seeking initial permissions for JK22 Day 2. Finally got outline agreement for Clydach Terrace and Brynmawr School, after several abortive attempts to find parking and assembly for Merthyr Mawr.

##### **Tasks in Progress**

- Ongoing support to maprun Local Administrators
- Working with Kay Hawke, British Orienteering Project Manager for the BO Find Your Way project, and Peter Effenev, MapRun author, to advise on the use of MapRun as the foundation of the project, which targets newcomers to orienteering in designated socially and economically deprived areas. It is a 3-year project funded by Sport England, and working with 7 specified clubs.
- Slow progress with Ninewells map updates

##### **Tasks Planned**

- None

**Name:** Judith Taylor  
**Role:** Welfare Officer  
**Report:** February 2022

- There have been no safeguarding or welfare concerns raised since the last report at the AGM on 18/10/21.
- I took part in BOF safeguarding session on Teams on 01/02/22 which was part of the Development Conference programme. The session was well attended and we had some productive discussions in small groups, looking at a couple of scenarios, as well as an overview from Peter Brooke, BOF Safeguarding Lead, covering training available for coaches, club Welfare Officers and more widely. For those Individuals coaching adults only the e-learning course is sufficient, but anyone coaching juniors needs to do the tutor-led course run by UK Coaching.

Links for recommended courses can be found here:

[British Orienteering](#)

Link to the slides from the session:

[Safeguarding Forums page](#)

- BOF will be compiling templates of best practice to assist clubs in ensuring they have good safeguarding mechanisms in place – clubs are encouraged to put forward ideas of what we'd like to see included e.g., resources/templates/links to external websites etc.

**Name:** Tom Cochrane  
**Role:** Committee Member  
**Report:** February 2022

Volunteer roles.

After the event on Sunday, Kev and I had a message about volunteer roles, and whether we're using people in the right places. Volunteers have cut short their runs to help on the second shift at the start, but didn't have much to do when they got there. Similar things have happened at other events. Suggestions - for example - having a single shift at the start, and a separate set-up (and take-down) team. There were also two road crossing marshals on Sunday, when there were no(?) under-16s on the Blue or Brown courses. As it's often hard to find enough volunteers, is there a way we can make sure we only ask the number of people we require, and don't overwhelm them with requests?

### **JK Clydach Terrace progress – Joe Parkinson**

- The organisation is progressing reasonably well. It was suggested to Andy Yeates that he arrange for regular coordination meetings between day organisers which he has done, the first on 10th Jan and one to follow in the next couple of weeks. Independently Nigel Ferrand organised a meeting in December to discuss shared equipment and a further meeting will follow later this week.
- We have reserved a fleet of buses to journey between Rassau Ind Est and Brymawr school (£3k). ESAG have accepted our Travel Plan and Risk assessments. We have approached a local

business on the Estate, close to the proposed Bus Stop, to use their car park for some of the Enquiry function and probably the equipment vendor (Compass Point). The school have confirmed permission to use their premises, including some indoor space; no costing for this yet. We will plan an on-site visit in the next couple of weeks to view facilities again and discuss detailed arrangements.

- A first draft of the Day 2 Event details has been forwarded to Andy Yeates which he will publish on the web site soon.
- Richard has a first draft of the (22) courses and is waiting for feedback from Mike Forest. Critically the location of the Start and Finish is now fixed and, following a site visit in the near future, we will finalise the layout of both, including a location for First Aid and Clothing Dump. Ian Phillips is working on this.
- I am working on a draft spreadsheet to determine how many volunteers we will need. Following a note in the weekly newsletter, Andy Pedder has volunteered for a key role. I expect we will not be able to fill all roles from NGOC and I am hoping that volunteers from other clubs will come forward, we do have one already. I will contact Kevin Brooker to discuss coordinating NGOC support this week.