



**Minutes for Committee Meeting held at The Learning Centre,
Brookvale Groby Learning Campus
Monday 10th February 2020**

Present: Libby Barber, Steve Chafer, Jane Dring-Morris, Roger Edwards, Laurie Fluck, Bob Haskins, Peter Leake, Chris Phillips, Iain Phillips, Roger Phillips, Andy Portsmouth, Esther Revell, Alan West Wendy West, Ernie Williams, Ursula Williamson, Ian Wilson.

1. Apologies for absence:

- None

2. Minutes of the last Committee Meeting on Monday 11th November 2019

These minutes were agreed to be a true record.

3. Items arising from the last MOM

- CP club dinner, numbers are a little short on last year with two weeks to go till the deadline.
- SC Derek Herd has accepted the role of Club Night Coordinator.
- SC discussion of the clubs standing orders to be moved to the May meeting.
- RE changes to the bank account signatures have been completed.

4. Request for inclusion in 'Urgent and important items' on the agenda

a. Recruitment proposals

- RE introduced the eight recruitment proposals and asked the committee for feedback as to which option or options would be worth pursuing.

Proposal A – Running Club

- BH reported that he had tried to recruit Shepshed Runners to try out the Shepshed urban orienteering event, but uptake was zero.
- SC suggested that the club could organise an orienteering session for a running club as a way of getting runners to try orienteering.
- PL reported that he has tried in the past to recruit runners from Hermitage Harriers, with no success.
- UW reported that ERYRI successfully ran evening training runs which attracted 60 plus runners, but none were converted to orienteering.

Proposal B – Xplorer

- RE reported that an Xplorer event was tried at the UKOL weekend in 2018 with very limited success.

Proposal C – Junior Park Run

- BH suggested that Junior Park Run's would have a captive audience of parents to persuade to try orienteering.

Proposal D – LEI Junior team bonding

- RE reported that LEI don't have a specific training sessions for the LEI junior squad.

Proposal E – Daytime midweek event

- RE reported that PFO have had success tapping into the home-schooled families by providing regular midweek orienteering events and training.

Proposal F – Focus on Middle aged

- RE reported that the LEI event statistics show that our core age class is the 40-50 and 50-60 brackets.

Proposal G – Northwest Schools

- RE reported that the idea would be to invite the winners from the Northwest Schools event to a talent training day to encourage them to join.

Proposal H – Learn To Orienteer course

- RE reported that he was working on a new Learn To Orienteer course.

Proposal – Changes to Events

- CP stated that he believed there was a market for orienteering.
- UW confirmed that the novice from Castle Hill, although didn't know how to read a map, enjoyed the experience and suggested that the club could promote orienteering towards the tough mudder sector.
- SC suggested that the Learn To Orienteer course could work for the club.
- PL suggested that a long runner's course at events could attract runners to the sport.
- RE reported that we should encourage pairs at events, especially on the harder courses.
- UW suggested that there is a need to perfect short courses for the Winter & Summer leagues.
- CP suggested that having identified coaching staff at events again would help novice orienteers.
- EW reported that he had been the Meet and Greet team at several of the last level C's and had engaged with lots of newcomers.
- IP suggested that anybody on the Meet and Great team should be a qualified coach and should also be there at the end to help competitors discuss their run to help improve on recruitment of novices to further events.
- CP suggested that organisers struggle to know who the club coaches are.
- RP suggested that adding the club coaches to the membership list for emailing to event organisers would help.
- ER suggested having a postcard with event information on for control collectors to carry with them.

Action Points

1. RE and SC to action at least one of the recruitment proposals.
2. All further ideas for recruitment proposals to RE.
3. RP to add club coaches to club membership list.
4. CP Events sub-committee to discuss changes to events to improve recruitment of novices.
5. IP improve coaching at event registration.

b. Use of video camera at events

- RP introduced the draft photography policy and explained that he had been trialling the use of a finish video camera for taking still images to use on the club's social media and for publicity purposes. A brief overview of the O-Safe policy, the club's current position on image taking and use was also given.
- UW reported that NOC have note about photography on their events page and perhaps LEI should have similar note.

- WW suggested that a notice about photography should be on every event final detail's and if we do use a camera events have a notice displayed prominently next to the video camera.
- PL wanted to know what the O-Safe policy said about image taking.
- RP explained that the BOF O-Safe policy only covered juniors and at-risk adults and O-Safe policy and talked about two categories of image produces – professionals and amateurs.
- WW asked how consent can easily be obtained for juniors regarding use of their images at events, especially when considering GDPR.
- CP explained that news publications print images without specific GDPR image consent, they use GDPR legitimate interests for processing and storing data.
- RE suggested that any image taking policy the club might adopt should be displayed at every event to cover all eventualities.
- AP asked if the primary driver of collecting images from events was for social media and for publicity purposes.
- RP confirmed that the trialling of a video camera at recent events was to generate images to eventually be used for the club's social media accounts and publicity purposes.
- SC asked CP to draft a photography notice for events.
- IP was concerned that under GDPR, not obtaining consent for publishing images would be a breach and the club would be liable for a fine. IP suggested it would be better not to take any images at events.
- SC further discussion is needed on the subject.

Action Points

1. CP to draft a photography notice for use at events.
2. Photography policy to be further discussed at future meeting.

5. Treasurer's Report

Please refer to the Treasurer's Report February 2020 circulated prior to the meeting.

- RE reported the club has a healthy amount of surplus in the bank, more than is prudent for the club to hold. The club should look at ways of spending the surplus.
- CP noted that the charges for using the Leicester city parks are low. DVO spend double on using their city parks.
- AW reported the difficulty in getting articles for the newsletter from those juniors who had grants from the club.
- RE reported that the articles were a condition of any grants and any future grants should be refused.

Action Points

1. RE to ensure previous conditions of grants be met before issuing new grants to the same individuals.

6. Delegates' Reports

Please refer to the Delegate's Report February 2020 circulated prior to the meeting.

- UW reported that DVO have trialling smart phone orienteering and are planning 4 more events over the Easter period.
- RE advised this has been used successfully by MDOC
- AW was concerned about the report from JIRC's about the junior's waterproofs being inadequate for the weather conditions.

- CP suggested this was probably to do with the quality of the waterproofs of the juniors.
- UW advised that the region would like clubs to share best practice. For example, use black & yellow tape and not red & white to mark hazards.

7. Events Sub Committee Report

Please refer to the Event Sub Committee Report February 2020 circulated prior to the meeting.

- CP reported that the Ashby Urban scheduled for 14th June has been cancelled due to clash with Birmingham Urban race and our numbers would be low as a result.
- CP confirmed that Forest England are rolling out their new policy for event usage to all of their areas. This will impact the club on when we can hold forest. Events held on Forest England land will now be restricted to the winter months due to restrictions.
- CP confirmed that our issues about using Bradgate Park might be a step nearer to being resolved as new director of the Bradgate Trust has been appointed. Hopefully Bradgate will be our Level B in 2020.
- CP reported that the club has a low turnout of members at our own level C's.
- CP expressed concern about the lack of volunteers for control collecting after level D's. This has been a real problem especially after night events with low number of volunteer control collectors.
- UW suggested that level D organisers need to be careful when registering pairs. Both names need to be recorded in order to complete the end of event safety check.
- SC suggested that a level D organisers role is a big job and perhaps the club should look at appointing pairs for level D's.
- BH suggested control collecting should be a job on the list for organisers.
- IP suggested that as we have three officials for level C's, the role for level D's is more of an organisers role and they should be advised to organise control collectors.
- CP suggested that some organisers are a little nervous about approaching people to control collect.
- SC suggested we should change the guidelines given to level D organisers to include organizing volunteers to control collect.
- IP suggested that level D organisers should be paired up with a member of the committee or an experienced official.
- CP recommended that Minor Fixtures Coordinator will advise level D organisers to arrange control collectors beforehand and to pair up organisers. Also, to advise organisers to include in their risk assessments a section on control collecting.
- PL suggested that if the club has a more formal approach to support then people might be more inclined to volunteer.
- IP suggested that missing competitors at our events is more a concern to try and solve.
- CP also advised the committee that the events committee are recommending that re-introduction of non-BOF member surcharge. This to be £2 for Level C's and above and £1 for level D's for seniors only. This was accepted by the committee to be introduced after the end of the winter league on the 19th February 2020.

Action Points

1. UW advise level D organisers of the need to arrange volunteers for control collecting before the event.
2. UW ensure level D organisers include in their risk assessments a section on control collecting.

3. RE to advise the webmaster of the changes to event fees for adults. Level D's £1.00/ Level C's and above £2.00

8. Development Team Report

Please refer to the Development Team Report February 2020 circulated prior to the meeting.

- RE reported there has been some work on a website re-design to make the site more mobile friendly. RP produced a concept design to showcase an idea of a future design. Work on this new design is ongoing.
- RE reported that the committee Dropbox folder link has been re-shared and hopefully this has resolved any access issues to the Dropbox.
- IP offered to run a training session for any members of the committee on Dropbox.
- RE reported that World Orienteering Day (WOD) has traditionally been on a Wednesday and we could do some publicity with the Summer League event linked to WOD week.
- RE reported that although we have a high number of POC downloads, most downloaders only download the one map.
- WW reported that they still need articles for the 50th Anniversary edition.
- EW reported that he has collected various editions of the Grace Dieu map for the 50th Anniversary edition newsletter.

9. Club Captain's Report

Please refer to the Club Captain's Report February 2020 circulated prior to the meeting.

- ER reported that the club's junior squad have a Tuesday social booked at a trampoline park.
- ER reported that the CSC heat at Aspley Heath as an initial limit of 50 per club.
- BH asked about a whether a club bus for the CSC is possible.

10. Membership Secretary's Report

Please refer to the Membership Secretary's Report February 2020 circulated prior to the meeting.

11. Any Other Business

- *None.*

Meeting Closed at 9:30pm

12. Date of future meetings:

Next Meeting 11th May 2020

FULL:	FEBRUARY, MAY, AUGUST, NOVEMBER (Normally 2 nd Monday)
Events:	JAN, APRIL, JULY, OCT
Mapping:	JUN
Development:	JAN, JULY
Coaching Forum:	MARCH
AGM:	OCT