



2009 ANNUAL GENERAL MEETING

This will be held on May 23rd, 2009 at 19:00 at Glenmore Lodge in the lecture theatre.

AGM AGENDA

1. **Apologies**
2. **Approval of the Minutes of the 2008 AGM** (p2)
3. **Matters arising**
4. **ANNUAL REPORTS of Association Activities for 2008-2009**
 - i. **President's Report** (p11)
 - ii. **Reports from Directors** (p13)
 - iii. **Scottish Orienteering Six Day Event Co Ltd Report** (p24)
5. **Treasurer's Report and Adoption of 2008 Accounts** (p24)
6. **Subscriptions/Levies for 2010** (p25)
7. **Change in bye-laws** (p25)
8. **Election of the Board of Directors** (p25)
9. **Any other business**
10. **APPENDIX 1 – ACCOUNTS**
11. **APPENDIX 2 – List of directors, staff and volunteers**

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National Orienteering Centre
Glenmore Lodge
Aviemore
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Minutes of AGM held on 14th June 2008 Cattrell Building, Stirling University

Present

Hilary Quick Lynne Walker Paul Frost Paul Duley Robert Philp Phil Smithard Jane McQuillen Dave McQuillen	Theresa Perry Eliza Perry Melvyn Perry Marsela McLeod Bill Stevenson Margaret Dalgleish Leslie Dalgleish Brian Bullen	Ian Pyrah Roger Scrutton David Nicol Donald Grassie Catherine Goodfellow (SportScotland)
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Apologies

Robert Hickling Anne Hickling Liz Fraser Sarah Dunn Susan Harvey Paul Caban	Marjory Craig Benedict Bate Terry O'Brien John Emeleus Ken Daly Majory Forman	George Esson Lindsey Knox Jonathon Oxley John Colls Kate Robertson
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1. Acceptance of 2007 AGM Minutes

Acceptance of the Minutes was proposed by Robert Philp, seconded by Hilary Quick.

2. Matters arising from minutes of 2007 AGM

- Donald Grassie raised various points that arose from the 2007 AGM:
1. At the end of point 4, referring to educational materials, these are now available from Hilary. 2000 leaflets were printed and most of these have been used. Feedback is requested from members before more are produced.
 2. In point 5, referring to first claim club, the British Orienteering rules (3.2) state "a competitor shall only compete for the open and / or closed club which is indicated on their British Orienteering membership card for that year". It lists 3 conditions when this can be waived.
 3. On point 7, Donald commented on the successful completion of the priorities detailed at the 2008 AGM – establishing the new Directors in their new roles; developing a new 4 year rolling plan; preparing for the **Sportscotland** grant bid; and completion of the Incorporation process for SOA.
 4. From AOB, Donald apologised to the membership that the timing of this years AGM was poor. The 2009 AGM will be held in the early evening at Glenmore Lodge as part of the Scottish Championships weekend.

	<p>5. Also from AOB; the benefits of British Orienteering membership will be discussed further at the forthcoming British Orienteering / SOA joint meeting (August). A statement explaining the benefits of British Orienteering and SOA membership will be posted on the SOA website shortly.</p>
<p>3.</p>	<p><u>Annual Reports</u></p> <p>Donald Grassie stated that the reports would be as presented in the AGM booklet. Any highlights that have arisen since that time will be presented.</p> <p>President</p> <p>Donald discussed management changes, the SOA plans and the new structure.</p> <p>Management: The board is new and each director has a portfolio and a budget to work to. Scott Fraser has recently been appointed to fill the Professional Officer position vacated by Donald Petrie. Scott will be spending most of his time (60%) on 6 Day matters and major events). Hilary will continue to develop the National Centre, where she is based.</p> <p>Child protection issues will be shared with another sport through a pilot being set up by Catherine Goodfellow of SportsScotland.</p> <p>The new bye-laws have been agreed by the board. The membership bye-law will be voted on by the attendees under point 5.</p> <p>The management processes have recently been audited by SportsScotland. Actions are being reviewed.</p> <p>Orienteering is a vibrant sport with 465 events held last year with over 4,500 attending the 6 day event. Over the past 2 years our Club Development programme has benefited 14 clubs by £27,000. This includes various Club Development courses planned and run by Hilary for our members. Tribute was paid to Hilary and Marsela for masterminding the programme..</p> <p>Some of the other highlights in the past year include...</p> <p>The World Schools Championships came to Scotland in August, when our sport was showcased in front of the Scottish Parliament. We are indebted to Blair Young and his team who made the event such a success and the many that supported the event. Congratulations to Aboyne Academy for their Silver medal.</p> <p>The British Championships came to Culbin in April – resulting in 2 days of excellent competition in a superb area, on an excellent map – even the weather was superb. A big thank you to Jon Musgrave and his team of officials and volunteers.</p>

The Scottish 6 Day event was once again a tremendous success in August 2007, involving over 4,500 runners in the Grantown area. Mike Atherton's team, involving all the clubs in Scotland have left a memorable legacy on Speyside. The Scottish 6 Day Company has also had its share of changes. Lynne Walker has taken over the reins as Chairperson from George Esson. The team have recently been working on an "Ethos" statement, which is well worth looking at once it is published.

Good work has been carried out on understanding the impact of changes to the coaching scheme – the UK Coaching Certificate (UKCC). Scotland has led the way, and Hilary Quick and Sarah Dunn are to be congratulated on their efforts. IT is hoped to run our first UKCC coaching session later in the year,

President's Medal

There were several contenders for the President's Medal; Blair Young for co-ordinating the World Schools event, Mike Atherton for the 6 Days; Juniors – Holly Orr and Scott Fraser have had real success on the National stage - but they will have their opportunities in the future.

Donald Petrie has been selected this year as the recipient of the President's Medal for the 16 year contribution he has made to Scottish Orienteering as Professional Officer. Donald has been the driving force behind the 6 Day event for the past 8 events, and has made a significant contribution to Land Access agreements and Child Protection – ensuring that SOA is recognised as best in class in both areas. However, it is not so much what Donald has achieved, but the way he achieved it. Over the years Donald has shown tremendous patience and teamwork in assisting the Event Co-ordinators and their Central Organising Committees. He is a real team worker, who has worked closely with and supported all officials, volunteers and Directors he has worked with over the years. I am sure that all past Presidents would fully support the awarding of the President's medal to Donald.

Operations – Paul Duley

Paul introduced himself and stated that the feedback regarding the prize giving at the Scottish Championships will be considered for future events.

The Operations team is looking at data protection issues to make sure we are compliant.

It is hoped that we can recruit a volunteer to the role of mapping co-ordinator.

We are looking for more grade 3 controllers as advertised on the website.

Thanks are extended to Marjory Craig, Phil Smith and Paul Caban.

Margaret Dalglish asked about the article on SOL points in Score written by Phil Smith. The response was that for now there would be no changes made to the SOL competition.

Bill Stevenson asked about the plan to change the 11 person relay to a 8 person event. He suggested that if a small club could not gather a team then they should combine with another club rather than reduce the competitors. A further point was made by Paul Frost on how the competition had been changed by clubs that fielded teams of elites through the desire to win.

Performance – Sarah Dunn (Donald Grassie)

Donald reported that Sarah sent her apologies for missing the AGM. Sarah had asked that Donald highlight a couple of points – UKCC and support to Squads.

Hilary explained the background to the UKCC coaching scheme changes. The main changes introduced by UKCC are focused on bringing the training of coaches into line with all other sports - reducing the number of levels from 5 to 4. It is hoped that the new level 1 coach training is to be piloted in Scotland later this year - therefore there will be no new level 2 coaching training this year. Hilary explained that the changes in the training and coaching levels mean that those wishing to move up will not actually be delayed in achieving their desire.

A new course for teaching orienteering (part 1 for primary school teachers) has been run 4 times so far. There is no assessment of the trainees. The courses have been well received.

Hilary has been trained to the required level to deliver the new UKCC coaching training and will be keeping up to date with further changes as they come along

British Orienteering has contacted the tutors and assessors regarding these changes.

Donald then discussed the pressure on funding for the squads. In the future this will mean that there is greater focus on supporting the top performers rather than the broader approach which currently happens.

Marketing and Communications – Kate Robertson (Donald Grassie)

Donald passed on Kate's apologies for not being able to be present. Thanks were extended to Paul Frost for maintaining the website and ensuring that it was kept alive. His introduction of new tools behind the scenes has ensured that it is

much easier for Co-ordinators, Professional staff and Directors to update the website. Anne Hickling was also congratulated for continuing to make Score such a professional magazine.

Donald commented on the work with Gordon Brown on creating a marketing strategy for the SOA. Two meetings have been held, and all members had been requested to provide input to the strategy through the SOA website. The strategy is for visibility of the sport, for access to opportunity. Once formulated this will feed into the operational plans for 2009.

Development – Marsela McLeod

Marsela extended her thanks to Hilary for the courses that she runs for volunteers and officials, and the improving profile of NATCEN through these courses and map of the month. A total of £27,000 has been committed to club spending over the year. The details are on the web site and have been published in Score magazine.

Partnerships – Ian Pryah

This is a new role and thus some time has been taken in defining it. Any items on sport politics are passed to the board members and the website.

The Winning Zone, a privately funded website (inthewinningzone.com) focuses on Scottish sporting success. Orienteering, originally listed under other sports, has recently moved to the main page. Scott Fraser is frequently mentioned and members of the national squads, including junior & vets, have also featured during the first nine months of the sites existence. The website is seen as an important source of copy for sports journalists as well as being of interest to the sporting public.

Sportscotland and the Scottish Sports Association have helped with identifying threats to the sport, such as the proposed government changes to immigration.

Public consultation meetings have started for the 2014 Commonwealth Games legacy are currently taking place – transport, culture, health, environment, internationalism are all being promoted by interest groups. Paul Frost suggested that these should be publicised on the web.

Bill Stevenson pointed out that the British Orienteering website comments on other sports trying to attract orienteers; e.g. cycling and adventure sports.

Margaret Dalgleish asked about how to capture the participation of families at local events that are not interested in becoming club members, or running in higher category events, since it is important to demonstrate and publicise this aspect of our sport.

	<p>Scottish 6 Day Company – Lynne Walker</p> <p>Lynne started by recognising the efforts made by all club members in making the event successful.</p> <p>An Ethos statement is to soon be placed on the 6 Day Company website.</p> <p>Bill Stevenson commented on the target to increase participation at subsequent events. Lynne stated Spey 2007 was run with this idea in mind. At Tay 2009 numbers are likely to be down due to the clash with the Swiss event. However, promotional material is being translated into many European languages. Also, negotiations are underway with British Orienteering regarding the two levels of entry fees, which are a deterrent for overseas visitors. In terms of numbers at the event the parking of the large number of cars and particularly motor homes sets a limit.</p> <p>Donald closed this section of the AGM by providing thanks to the Directors and to those that provide support, such as the Webmaster, Controller of Controllers, the Squad Leaders, etc. We had been fortunate that at last year's AGM, when the new Board was appointed, there were few changes to the engine-room of SOA – the Volunteer Co-ordinators. He thanked them, on behalf of the membership, for their silent running.</p>
4.	<p><u>Accounts – Les Dalgleish</u></p> <p>Since preparing the accounts for publication in the AGM Booklet, a number of changes have been made, by Les and on the advice of Robin Orr, who has examined the Accounts. An amended version of the Accounts was handed out at the meeting.</p> <p>The 2007 Accounts show a surplus of £16,372.</p> <p>Income</p> <p>The main highlights are that Event Levies are up £3,500 on 2006 mainly due to the levy from the 2007 Scottish 6-Days. £8,941, representing 50% of the total is included in the Levies figure. The other 50% being reported within "Creditors" and will be reported with the Levy figure in the 2008 Accounts. Bank Interest up £212. Sales and Equipment Hire includes net income from the Laser Printer of £1,358 and also £2,326 in respect of the Modernisation Grant now brought into Profit and Loss. Membership Fees were down slightly.</p> <p>Expenditure</p> <p>Expenditure for printing and distributing "Score" has increased this year by just under £1,300. Income from adverts was £1,025. Capital Grant Release and Depreciation charges are in line with 2006 figures. Administration Costs show</p>

an increase of £600 on 2006.

Grants

Although the Investment Funding from **Sportscotland** was £56,000, the accounts show £68,000. The £12,000 transferred to the Revenue Reserve in respect of unspent Development Funds at December 2006 is now included.

Development Expenditure

At £87,000 the Development Expenditure is up £6,500 on the 2006 figure. The Club Development total of £19,111 includes not only the 2007 amount but also the amount unspent, but allocated, at end-December 2006. Professional Staffs cost have reduced by £4,800

Les thanked Robin Orr for the time spent examining the Accounts and his advice on their presentation. Les also thanked Donald and the other members of the Executive (now the Board of Directors) for their comments and feedback during 2007.

Roger Scrutton mentioned that at the British Orienteering AGM, concern was raised regarding the impact of major events (Olympics, Commonwealth Games, etc) on funding. This might lead to an increase in levies to prevent a funding short fall. Donald Grassie agreed that the SOA must be careful with the impact on major events on our financial position. The SOA Reserves policy is to have sufficient funds to cover employee costs for at least 6 months – at the moment this is closer to 9 months.

Phil Smithard commented on the reserves in the junior squads accounts. Bill Stevenson explained that squads used to be independently funded and agrees that with funding from the SOA the balance on the account needs to be considered. However, the tour to Scandinavia will cost £14000, which will require some of the reserve funds.

Subscriptions and Levies

Hilary Quick asked if new members were still able to benefit from free membership in their first year. Donald Grassie agreed that this was the case. Paul Frost stated that the web membership system did not offer this. Dave Nicol said that membership was usually handled through the clubs. For clarification Donald Grassie proposed (David Nicol seconded this proposal) that free membership of the SOA would be available to new members for the first year. This was unanimously passed by the meeting. This will be raised at a liaison meeting with British Orienteering.

Action: Donald Grassie.

Subscriptions were left unchanged. Levies were increased as in the AGM booklet. These levies have not been changed since 2002. Margaret Dalgleish

	<p>asked if the £6 cut-off was to be changed? Les stated not at this stage. Margaret then asked if the £6 limit be reviewed annually. Les and Donald agreed this was acceptable. The clubs would be consulted about this to understand what the best way forward. Action: Les Dalgleish.</p> <p>The levy changes were proposed by Brian Bullen and voted in unanimously.</p>
5.	<p><u>Bye-Laws</u></p> <p>Donald took the members through the new bye-laws which supported the Memorandum and Article of Association.</p> <p>The Publication bye-law and the Areas bye-law came from the previous constitution. The discipline bye-law is new. Anti-doping and Anti-doping education refer directly to the British Orienteering policies. The statement on the definition of Juniors and Seniors arose from a question regarding a young person becoming a controller.</p> <p>Changes to the membership bye-law were explained.</p> <p>Bil Stevenson asked why a child was such up to 25 years old. Dave Nicol stated that this arises from British Orienteering. Hilary Quick asked about youth membership. Dave Nicol commented that Scottish Law permitted voting from 16 years old. It was noted that there were many terms in the family membership. Specific advice was requested about a daughter or son being a family member whilst at university. Discussion suggested that this depended on which was the official address.</p> <p>Robert Philp asked if the use of BOF was permitted. Hilary Quick stated that either the British Orienteering Federation or British Orienteering was permitted. Donald stated clarification would be sought and the bye-laws amended accordingly if necessary. Action: Donald Grassie.</p> <p>The membership bye-law was accepted unanimously.</p>

<p>6.</p>	<p><u>Elections</u></p> <p>Donald highlighted the relevant section in the Articles of Association, which referred to the election of Board members. He noted that no other nominations had been received apart from those of the existing Board. The members present unanimously agreed to accept the all nominations. Donald highlighted that the Articles of Association stated that all elections were for 3 years, with two exceptions. The articles state that a third (two in our case) of the Directors would have to undergo re-election in 2009.</p> <p>The members also unanimously agreed the appointment of the Honorary Officers.</p> <table border="0"> <tr> <td>Position</td> <td></td> </tr> <tr> <td>President:</td> <td>Donald Grassie</td> </tr> <tr> <td>Secretary:</td> <td>Mel Perry</td> </tr> <tr> <td>Treasurer:</td> <td>Les Dagleish</td> </tr> <tr> <td>Communications and Marketing:</td> <td>Kate Robinson</td> </tr> <tr> <td>Performance:</td> <td>Sarah Dunn</td> </tr> <tr> <td>Partnerships:</td> <td>Ian Pyrah</td> </tr> <tr> <td>Operations:</td> <td>Paul Duley</td> </tr> <tr> <td>Development:</td> <td>Marsela Mcleod</td> </tr> <tr> <td>Competitions Convener:</td> <td>Phil Smith</td> </tr> <tr> <td>Fixtures Secretary:</td> <td>Paul Caban</td> </tr> <tr> <td> </td> <td></td> </tr> <tr> <td>Honorary President:</td> <td>Bob Climie</td> </tr> <tr> <td>Honorary Vice Presidents: J Colls</td> <td></td> </tr> <tr> <td></td> <td>S Harvey</td> </tr> <tr> <td></td> <td>C McNeill</td> </tr> <tr> <td></td> <td>W A Robertson</td> </tr> </table>	Position		President:	Donald Grassie	Secretary:	Mel Perry	Treasurer:	Les Dagleish	Communications and Marketing:	Kate Robinson	Performance:	Sarah Dunn	Partnerships:	Ian Pyrah	Operations:	Paul Duley	Development:	Marsela Mcleod	Competitions Convener:	Phil Smith	Fixtures Secretary:	Paul Caban	 		Honorary President:	Bob Climie	Honorary Vice Presidents: J Colls			S Harvey		C McNeill		W A Robertson
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<p>7.</p>	<p><u>AOB</u></p> <p>Brian Bullen thanked everyone for setting up the Board and Board structure.</p> <p>Donald Grassie, in closing the meeting stated that after a year of focusing inwardly on Incorporation and structure, the priorities for the coming year would be more Operational, and include: establishing a Marketing Strategy; completion of the UKCC process; establishing a strategy for a Coaching Pyramid or Pathway; improving communication with British Orienteering.</p>																																		

4. Annual Reports of Association Activities 2008-2009

4.1. President – Donald Grassie

The President's role is to ensure our SOA management processes and procedures are current; to keep our strategy, plan and bye-laws current; to ensure the SOA Board and Volunteer structure is fit-for-purpose to deliver the plan; and to ensure our Professional Support is targeted to deliver the plan.

After a couple of years of change, I can confirm that our key documents – Memorandum and Articles of Association supported by the Bye-Laws are unchanged since the last AGM – there are no current plans to update them. The Board structure is unchanged, although this AGM sees the first Director changes, with the resignations of the Marketing and Communications Director (Kate Robertson) and the Development Director (Marsela McLeod). We are indebted to their support and work in establishing the new Directorships. I would also like to highlight the significant contributions of the other Directors – Paul Duley, Ian Pyrah, Sarah Dunn, Mel Perry and Les Dalgleish – over the past year. A feature of their hard work is SOA's silent running – so a big thank you to all of them. I refer you to the individual Directors' reports for the detail of their details of the achievements during 2008/9.

The Volunteer structure is for the most part unchanged, the exception is that we have started to recruit a group of "Regional Reporters" to assist Communications. The SOA is very fortunate in having a band of very dedicated volunteers who quietly and efficiently look after their remit. There have been a few changes in 2008/9 – Doug Tullie has replaced Anne Hickling as SCORE editor; Graeme Ackland has taken over the vacant Mapping Co-ordinator role; Phil Smith has stepped down as Competitions Co-ordinator – a replacement is still sought; and Scott Fraser has taken over from Donald Petrie as Child Protection Officer. Phil, Anne and Donald have undertaken very important roles with distinction, and we are indebted to their support over several years. Please support Doug, Graeme and Scott in their new roles.

The 4 Year Plan and Annual Operating Plan were updated in September/October by the Board, and they formed the basis of our **sportscotland** development Grant bid in November. All the documents mentioned including job descriptions for all Board and Co-ordinator roles can be found on the SOA website.

During 2009 the Board has confirmed Hilary Quick's Development Officer role as a Permanent role. The workplans of our Development and Professional Officers are reviewed at fortnightly meetings with me and at each Board meeting, to ensure that they are focused on delivering the SOA plan.

At the end of the 2008 AGM, I highlighted that after a year focused inwardly on Incorporation and Board structure, the priorities for the coming year would be more Operational, and include: establishing a Marketing Strategy; completion of the UKCC process; establishing a strategy for a Development Pathway; improving communication with British Orienteering. I would add one further priority which has developed through 2009 – establishing a SOA Major Events strategy.

Kate's report highlights that the Marketing strategy is still under development. During 2009, the Board engaged the services of Gordon Brown, a marketing expert provided by sportscotland, and a survey was undertaken. The general message from our membership was fairly positive: "You do a great job" and "nothing major needs to be done" were among the comments received. However, this is a key aspect of our future Major Events strategy and will be revisited during 2009. A Communications strategy was circulated and approved at the start of 2009, and was used, for example, to highlight the need for Regional Reporters.

The UKCC process continues, and we are very fortunate in having Hilary to guide us forward. Full details of the current status are contained in Hilary's report. This is one area that we have led British Orienteering, and we owe a lot to Hilary's drive, and the support of our assessors and tutors. Thanks to all of you for giving up weekends and holidays to support the UKCC introduction. For 2009 we look forward to acceptance by SQA of the UKCC Level 1 course, introduction of the Level 2 (UKCC) course, and a general roll-out of Coach Educator and Assessor qualifications – plus, of course, continuation of the regular features.

Work on developing a Pathway strategy continues. A draft has been prepared, and it is hoped to complete this work through the rest of 2009, as it is a key document to support our Major events Strategy. The Pathway document explains our strategy for introducing beginners of all ages to our sport, developing their orienteering skills and ability – whether at elite, club or occasional level – and will also include references to voluntary roles – event officials, coaching, etc.

Over the past year we have held two joint meetings with British Orienteering as defined in our special and unique agreement. Mike Hamilton and Neil Cameron have provided us much support through the year which is greatly appreciated. The change

in relationship was summarised to me at our last meeting when they asked us how British Orienteering could support the development and enhancement of the Scottish 6 Days event.

One area we are working closely with Mike and Neil concerns our Major Events strategy. Our plans are to encourage a series of International events to Scotland over the next 7 years, and to use that as a springboard to develop our sport. We have already had much support from IOF, BOF, and various organisations within Scotland, and hope to role out our strategy and announce our first event of the strategy by early summer. I am indebted to Scott for his support, ideas and enthusiasm over the past 6 months in helping to push this forward.

The SOA vision is “More smiling faces in the forest. At the last Board meeting we had our latest membership statistics which demonstrated a very significant increase in members over the past year, including a 10% increase since the start of the year. I am greatly encouraged by the increase in the beginners’ introductory and training events which are springing up in all parts of the country. We are to seeing the first International squads coming to Scotland to train with very positive feedback. This is not achieved by one small group of people but by everyone – Directors, Co-ordinators, Professional staff, club committees and members and casual orienteers.

Our sport is vibrant and is viewed by potential sponsors as an excellent sport to be involved with. The success of our 6 Days event (big plug for Tay 2009!) and our Squads and Elite athletes (see Sarah’s Performance report) and the activity at club level demonstrates that things are really healthy. I would like to recognise the continuing support of **sportscotland** and the Lottery Fund funding in helping to make this happen. Their support – financial, legal, coaching, audits, HR, etc. is invaluable.

There is no doubt that we punch above our weight at International level. I would like to highlight our superb performances at Home International level – congratulations to the Seniors and Veterans for their victories, and to the Juniors for coming an excellent second. Finally, I would like to acknowledge the World Championship performances of Jamie Stevenson over the past few years. The sight of a Scot with a World Championship medal has provided an inspiration to all in Scottish Orienteering, and has helped to put our small country on the map. Congratulations and all the best in your retirement from International completion.

4.2. Operations – Paul Duley

As last year, reports by SOA Fixtures, Controller of Controllers and Competitions, have been combined in this report for Operations.

Fixtures (Paul Caban):

The most significant changes in the fixtures registration process for a decade have occurred with the introduction by British Orienteering of an on-line, web-based

Fixtures/Events registration database incorporating recommendations from the Events Review. There is also a parallel Activities registration system.

The Fixtures registration system now delegates responsibility for creating Local Event registrations, and subsequent updating of information to designated Club Fixtures Secretaries (CFSs), upon whom the requirement for co-ordinating and scheduling is now also implicit. CFSs now also update information on National and Regional Events registrations, although these cannot be created. Updates and changes are viewed on the fixture list in "real-time"; the corollary is that information - and indeed the entire shape of the fixture list - can change at any time, and needs to be checked regularly and frequently.

British Orienteering has now formally defined an Event, and only such events can be registered in the Events registration system. This has implications for the publicity of those events which no longer fit within this definition. There have also been apparent changes in the Activities insurance scheme, with many activities that might have been formerly registered - and hence insured - no longer benefiting from either insurance cover or publicity.

I would encourage Clubs to review information provided to them, either directly or on the British Orienteering web site, and particularly for those questions with 'insurance' implications, obtain clear answers from British Orienteering's Office.

Paul Caban, SOA Fixtures Secretary, 06/03/09

Competitions (vacant):

The following competitions were all successfully staged in 2008:-

British Orienteering Championships
Senior Home Internationals
Scottish Individual Championships
Scottish Relay Championships
Scottish Orienteering League
Scottish Night Championships
Scottish Inter-Club Championships
Jamie Stevenson Trophy
11-Person Relay
Scottish Score Championships
Scottish Sprint Championships

SOA also supported the ISF World Schools Championship which were held near Edinburgh in April.

Upcoming ...

SOLs in 2009 will be run under the new British Orienteering events structure as Regional (Level 2) colour-coded events.

The Scottish Championships will take place at Dunachtonmore and Balavil and the Relays at Strathmashie in Speyside in May.

Controllers (Marjory Craig)

Since last year's report, 3 Grade 2 controllers and 9 Grade 3 controllers have been appointed.

The total number of controllers at each grade is as follows:-

Grade 1	19 (down 1 from last year)
Grade 2	28 (up 3 from last year)
Grade 3	65 (up 3 from last year)

A Grade 3 Controllers' Course organised by Hilary at North Kessock in August, 2008 was attended by 8 people and resulted in 5 new Grade 3 controllers.

Two very successful Controllers' Update Days were organised by Hilary in January, 2009, one in the north at North Kessock and the other in the south at the Carmichael Visitors' Centre near Lanark. A total of 37 controllers attended these sessions and feedback indicated a need to hold such meetings regularly, either every year or on alternate years.

No problems have been encountered in finding controllers for the SOL events in spite of it being a Six Days' year and the controller for only one event has still to be finalised.

Marjory Craig

Other Items:

Membership: Scotland is bucking the UK trend in that numbers have been increasing steadily over the last few years. At the end of 2008 there were 1464 national and local members (including 18 in closed clubs) up from around 1200 at the end of 2007. The increase has been spread around with all but one or two open clubs showing gains.

Graeme Ackland has volunteered to be the SOA mapping coordinator.

Volunteers are sought for the positions of Competitions Coordinator and Trophies Coordinator.

Towards the end of last year British Orienteering announced major changes in the way events are run in the UK with a move to three levels of competition, Level 1, Level 2 – Regional, and Level 3 – Local. A lot of work has gone on over the last few months to prepare the SOL series for the changes and the 2009 events is being run under the new Rules and Guidelines of both British Orienteering and the SOA. There has been much discussion about the changes and 2009 is recognised as a transition year. It is anticipated that learnings from this year's SOLs will be incorporated into a revised set of Rules and Guidelines during the winter.

Finally, thanks to Phil Smith for his efforts as Competitions Coordinator which he has managed with coolness under pressure and while balancing work and a busy family life.

4.3. National Centre and Development Officer – Hilary Quick

My closing words in last year's report were *"For 2008 we look forward to the implementation of the new British Orienteering coaching scheme, and to an enhanced map of the month programme."* Well those certainly both featured strongly in the past year. A significant proportion of my time during 2008 was taken up with work on the new courses and training (both receiving and delivering it) related to them.

While everything was still in transition, I taught two of the old (1st4Sport) Level 2 courses, then the time came for the switch-over. British Orienteering's new coaching structure, with 4 levels replacing the previous 5, and with UK Coaching Certificate accreditation for the qualifications, was implemented late in 2008. The Level 1 course at Glenmore Lodge in October was just the third running of that course in the UK, and the first one with a full quota of participants (ten). Shortly afterwards, we began work on getting the Level 1 course accepted by the Scottish Qualifications Authority (SQA). A key element of the UKCC qualifications is consistency, so coach educators and assessors had to be identified and trained to deliver the new courses. Even by the end of 2008, Scotland had just two people qualified to deliver the UKCC training, and 3 qualified assessors. Training of tutors and assessors is progressing and by mid-2009 these numbers will have trebled or quadrupled.

The other strand to coach education is the matter of giving school teachers the skills and knowledge to introduce the sport within their school. The Teaching Orienteering courses (parts 1 and 2) meet this requirement, and are proving most popular. During 2008 I taught a total of 8 part 1 courses (most of them on-site in the schools). The courses usually involve some follow-on mentoring and support to schools that introduce orienteering into their annual sports or activities day. It's most encouraging to help out at these events and see the end result of the courses I've taught.

Close liaison with Glenmore Lodge means that our programme of coach education is now included in their schedule, so we reach beyond the clubs.

Training of club officials took the form of two controllers' courses (George Esson taught the Grade 2 course), a Condes workshop and a 2-day OCAD course. I updated the Condes User Guide to reflect changes to the software, and this document is well used and respected.

The National Centre arranged several club and squad training weeks/weekends during the year, and three open coaching weekends. These offer a mixture of hard technical training and relaxed tea-room chat, and participants always comment on how much they've learnt. Unfortunately more of our best forests are being discovered by capercaillie, so access is restricted to certain times of year.

"Map of the Month" underwent a minor transformation to become the **Regular Orienteering Map Programme** – not least because the monthly change-over wasn't always the best. In October we had the Autumn Training Bonanza (controls in 5 areas for 5 weeks) and over Christmas and New Year we had controls out in 3 areas. The scheme now has 15 subscribers and many frequent casual users. It's difficult to calculate precise costs, but I believe it just about breaks even.

Running over from a 2007 development project, during 2008 we implemented the "Junior Incentive Scheme" – a series of documents and templates, folders and badges intended to give clubs useful and appropriate information and rewards. Nearly half the available number of badges and a third of the folders have now been distributed to various clubs. If the scheme is to continue, funding will have to be found.

For 2009 we look forward to acceptance by SQA of the UKCC Level 1 course, introduction of the Level 2 (UKCC) course, and a general roll-out of Coach Educator and Assessor qualifications – plus, of course, continuation of the regular features.

4.4. Performance – Sarah Dunn

The last year has seen several notable achievements and developments for Scottish orienteering, across a range of activities.

First and foremost, congratulations go to Jamie Stevenson on his part in winning Gold for GB in the World Championship relays for the first time ever. This was a fantastic achievement and just reward for the many years of hard work that all three members of the team have dedicated to orienteering. Scott Fraser was also selected for the World Championship team where he achieved a highly creditable 21st place in the classic race. This result, combined with 4th place in the sprint race at the European Championships and a bronze medal in the sprint race in the World University Championships has demonstrated Scott's international class. Other Scottish athletes to participate in the World University Championships included Oleg Chepelin, Mhairi Mackenzie and Ewan Macarthy. Mhairi just missed out on a medal, finishing 4th in the classic race.

The Scottish squads exist to support our top athletes by providing training and competition opportunities, but perhaps above and beyond this to foster a Scottish team spirit through which athletes can help support each other. The highlight of the team calendar for Veteran, Senior and Junior squads is the Home International competitions. In 2008, Scotland achieved their best ever set of Home International results, regaining the Senior title on home territory and winning the Veteran title in N Ireland for the first time ever. The juniors were half

way there too, winning the individual trophy, but sadly finishing runners up to England overall.

The Scottish junior squad (ScotJOS) has continued to thrive, hosting a combination of development weekends focussed on technique training, individual competition weekends when older athletes are assisted in travelling and participating in selection races, and team competition weekends. As in the JHIs, Scotland was also runners up in the Junior Inter Regional Championships to the NW region.

Once again a number of Scottish juniors were selected to represent GB in international races. Congratulations to Doug Tullie, Hollie Orr and Hazel Wright who all competed in JWOC in Sweden in July. The best Scottish results were 37th for Hollie in the sprint race and 39th for Doug in the middle distance. Congratulations also to Kirsty Coombs, Jamie Stevenson and Abigail Longhurst who were selected along with Hazel for the European Youth Orienteering Championships in Switzerland in October. Jamie recorded an impressive 7th place in the sprint race at this competition.

The senior squad (SEDS) put on several training weekends in 2008 and also organised a tour to the Jukola / Venla relays in Finland from where they proceeded to a training camp in Estonia in preparation for the World University Championships. Although these activities were very successful and appreciated by those that participated, they were disappointingly supported in terms of numbers. In order to address this issue a Performance weekend was held in December 2008 to bring athletes and coaches together to plan, team-build, learn from and inspire each other. Older juniors were also invited to join the SEDS athletes at this weekend. The weekend was highly successful with over 30 people attending, and by the end of it a concrete plan had been set for SEDS for 2009 that had the full support of all. In order to raise the profile of SEDS activities Lorna Eades kindly offered to help support Andy Kitchin with administration activities. It is excellent to note that the early training weekends in 2009 have been very successful and well attended.

Excellent progress has been made in the last year in getting the new UKCC coaching courses up and running. By March 2009, three Level 1 courses have been held in Scotland and some 20 new coaches have successfully qualified. In addition, around 10 people are now well on their way to becoming fully qualified as coach educators and internal assessors, roles that are essential for operation of the UKCC courses. We are indebted to Hilary Quick for her efforts in organising and running all of the necessary courses for this. The UKCC Level 2 course will shortly be submitted for endorsement, and it is hoped that the first courses will be run before the end of 2009. We are extremely fortunate in the support that we are receiving from SportScotland to assist with the running costs of many of these courses, and at present the SOA are therefore able to cover members' costs of attendance.

I believe that the developments outlined above stand the SOA in good stead for the future, to ensure that we continue to offer the necessary opportunities and support for all to achieve their personal performance goals in orienteering.

Scottish Junior Squad (Maureen Brown)

During 2008, the Squad held 5 coaching weekends ably assisted by SOA coaches, former Squad members and parent helpers. In addition there was a sprint training day, a trip to a junior selection race/Future Champions Cup race in Wiltshire and another to the FCC Final/junior selection race in Yorkshire. In addition, teams represented Scotland in the Junior Inter-Regional Championships (NE England) and the Junior Home Internationals (Lancashire) and a group of selected 16's took part in a coaching weekend held at Hawkshead in the Lake District at the end of November. The Squad also held their biennial tour to Scandinavia in July, where a week of excellent training at Halden in Norway was followed by a week's competition at the O-Ringen in Salen, Sweden.

There have been some notable team and individual successes. At the Junior Inter-Regional Championships in June, the Scottish girls won the Women's trophy for the 3rd consecutive year and the Scottish boys were second; however Scotland were narrowly beaten into second place by a strong team from the North-West. Notable performances were Jamie Stevenson's win in the M16 class and the boys team of Craig Thomson, Jamie Stevenson and Alasdair McLeod who came 1st in the Relays. At the Junior Home Internationals in England in September, the Scottish team had an excellent result winning the Individual Trophy, thanks to 1st places for Hazel Wright (W18), Jamie Stevenson (M16) and Joanna Shepherd (W16), supported by other very strong performances from throughout the age classes. Scotland were 2nd to England in the Relays and 2nd overall.

Five girls and 5 boys qualified for the Future Champions Cup final at the beginning of May and the FCC Series was won by Scots Hollie Orr and Douglas Tullie.

Several Scottish juniors represented GB in international competitions during the year. In July, Douglas Tullie, Hollie Orr and Hazel Wright took part in the Junior World Championships in Sweden. Hazel Wright, Abi Longhurst, Kirsty Coombs and Jamie Stevenson represented GB in the European Youth Championships in Switzerland in October, where Jamie achieved an excellent 7th place in the Sprint.

Five juniors were selected to the GB World Class Start Squad, namely Stuart Thomson (M17), Kirsty Coombs (W16), Abigail Longhurst (W16), Jamie Stevenson (M16) and Finlay Langan (M15). In addition to the above, Alasdair McLeod, Hazel Wright and Hollie Orr took part in the pre-JWOC 2009 tour to Sweden. Lauren Campbell, Abi Longhurst, Kirsty Coombs, Kirstin Maxell, Joanna Shepherd, Alan Cherry, Stuart Thomson and Jamie Stevenson were selected for the British Orienteering summer tour to Uppsala in Sweden (half the total number of GB juniors on the tour!). Jack Barrett and Finlay Langan were selected for the Badaguish tour,

and Rona Lindsay, Katrina McLeod, Rosalind Shepherd and Craig Thomson were selected for the tour to Lagganlia.

Finlay Langan was awarded the Jim Doig medal for the most improved Scottish junior. Jessica Orr and Alan Cherry received awards from Fields in Trust.

The Squad organised another successful Jamie Stevenson Trophy in Perth in September for which there were a record 200 entries. This inter-club competition for Scottish juniors was won by MAROC.

As always, we are indebted to all who have given up their time to help us during the year - parents, coaches, former Squad members and others, and to the SOA and **Sportscotland** for their continued financial support.

4.5. Marketing and Communications– Kate Robertson

I wish to open my report by once again thanking Paul Frost and Anne Hickling for all the tremendous work they have done with the SOA website and the SOA magazine, SCORE. We are incredibly fortunate to have such dedicated volunteers and their hard work should be recognised and appreciated. Of course, Anne Hickling stood down from her role as SCORE editor in January this year after a 6 year stint, during which, she moved SCORE from a monochrome newsletter to a highly polished colour magazine and won the Compass Sport award for regional magazine of the year in 2007 and again in 2008. Filling her boots is Doug Tullie, a student from Edinburgh University, and an elite orienteer. I would like to thank Doug for taking on the role and look forward to seeing how he might develop SCORE in the future.

Key achievements for the website and SCORE this year:

- The website now has a mailing list function and numbers of members who have signed up to receive general news and coaching news by email is steadily rising.
- There is now a section of the website for SEDS (Scottish Elite Development Squad) with fully interactive calendar.
- Members were asked to comment on whether SCORE should remain as a printed publication or to be sent to members via email. There was strong backing for it to remain as a printed publication; however, members will now be given the option to receive it by email instead of a hard-copy.
- New SCORE editor appointed.
- Score winning the 'Regional Newsletter of the Year' award for 2008 from CompassSport (second year running)

Despite the huge success of SCORE and the website it was felt that communications within and outwith the SOA could be strengthened and so a communications strategy was developed to draw together current methods, and

to identify new opportunities, for keeping SOA audiences, and external audiences, informed and updated. By identifying the key audiences the SOA communicates with and the main messages it needs to convey, seven communication tools have been proposed: E-Newsletter, SCORE, Website, Handbook, Annual Report, Press Releases and Leaflets.

In order to aid the delivery of the strategy, the SOA is currently in the process of appointing five Regional Reporters to provide up to date information about orienteering, events and results within their region for communication to both internal and external audiences.

Also this year, members were asked to help with a SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis of the SOA. Thank you to all those that spared the time to complete the questionnaire. The initial feedback from the exercise was very positive with strengths such as excellent terrain, committed volunteers, communication (referring to website and score), the new board structure and the national centre identified. A high reliance on a small volunteer base, lack of younger participating members, access (especially fuel costs) and the perception of the sport were among the identified weaknesses and threats; although in general the membership was fairly positive: "You do a great job" and "nothing major needs to be done" were among the comments received.

It is anticipated that the next year will see the SOA developing a marketing strategy and appointing a marketing coordinator to assist in its delivery.

4.6. Development – Marsela McLeod

4 Year Plan and Operating Plan

Key Targets reached

A Club Development (Assist Development of SOA Clubs)

Membership Increases:

This year we have seen a 5% increase in SOA membership a combination of SOA/BOF members and SOA only members. This is great news and we hope to continue our success next year. Figures are available on request.

B Volunteer Development (Assist Development of club and event officials)

Courses were held throughout the year at National Orienteering Centre and throughout Scotland on a range of subjects including coaching, planning, controlling and electronic timing. These were all well attended. See Development Officer's Report for more details.

C National Orienteering Centre

(Maximise benefit to SOA of National Orienteering Centre)

The NOC continues to promote itself as a centre of excellence and has held courses for both members of SOA and non members. Plans are in place for new areas to be mapped suitable for sprint races as well as an update of the Glenmore Lodge map.

D Orienteering as a Sport for all (Develop links to new Partners)

Links to new partners include Duke of Edinburgh Award Scheme and 3 Forces Groups who contacted the NOC for the first time this year.

British Orienteering Development Committee

Roger Scrutton is now the SOA representative on the above committee. Roger provides a very important Scottish perspective to this committee and is himself an active orienteer.

Development Officer

I have worked closely with Hilary throughout 2008 and would like to thank her for all her hard work as she has a critical role in the outcome of our development plans. Many of the development targets are linked to the NOC and the courses that Hilary runs successfully.

4.7. Partnership – Ian Pyrah

The Partnership Director is responsible for day to day relationships with partner organisations and for identifying potential external opportunities and threats to Scottish Orienteering.

Most of the day-to-day activity is with **sportscotland**, the Scottish Sports Association, nature & access bodies and national & local government.

Sportscotland continues to invest in orienteering and to support the 4-year plan; additional funding has been received to fund a coaching audit and the subsequent development of a workforce plan to meet future demand.

Efforts to raise the profile and influence of orienteering has continued; responses have been submitted to the Glasgow 2014 Legacy Consultation, the Consultation on Forestry Provision in the Scottish Climate Bill and the Pathways into Sport Inquiry. As part of the latter, SOA was one of 20 sporting bodies invited to attend a meeting of the Scottish Parliament Health and Sport Committee. This linking of sport with health, rather than culture, has lifted it up the political agenda.

Over the year this activity has relied heavily on the contribution of the Professional Officer, the Development Officer and, as with other aspects of orienteering, many individuals; all these club and individual contributions are gratefully acknowledged, especially those from INVOC, Moravian and Solway Orienteers.

4.8. Professional Officer Report – Scott Fraser

After taking on the role as Professional Officer in May 2008 my key objectives were to; (1) bring a major event to Scotland, (2) ensure the successful running of the 6-Day event, (3) establish a Development Pathway/Participation Model, (4) ensure all access agreements are up to date and (5) maintain good relationships with governments agencies such as SNH, Forestry Commission Scotland and RSPB.

I can report that progress has been made regarding major events in that we have produced a draft Major Events Strategy which will be submitted to the board of British Orienteering for approval in the coming month. The backbone to this strategy is inspiring an orienteering legacy through a series of 3 major events culminating in a World Championships in around 2015/16, which Event Scotland has shown a keen interest to progress. In September 2010 we hope to host a Park World Tour event in Perth in partnership with Perth & Kinross Council and Event Scotland. This will soon be finalised when the funding bodies have awarded their support to the event. The 6-Day event is progressing well with around 2400 entered already. We have included many new additions this year such as a professional commentary set-up and obtaining a music licence to go with it. It is hoped that this will create more atmosphere in the assembly areas and also heighten the social enjoyment.

The Development Pathway and Participation Model are in their final stages of development and should be published by the AGM. It is hoped that these will help clubs, schools and orienteering development agencies to work on a more coherent level ushering new participants through the stages of development, in turn, strengthening the infrastructure of orienteering development in Scotland and helping realise the vision of the SOA:

'More smiling faces in the forest'.

We have been congratulated by both the RSPB and Forestry Commission for a good history of relationship and compliance and they look forward to working to help us in the future. At the end of 2008 the British Orienteering agreement with the Forestry Commission ended so it was decided to create a new Code of Conduct and Agreement between SOA and Forestry Commission Scotland which is in its initial phase of development. The RSPB have updated their Capercaillie exclusion zones and a copy of those areas has been sent to each respective club secretary. The 6-Day Company are investing in a professional ecological impact study for the event on the Barry Buddon sand dunes, as requested by SNH. This is the first one of its kind for such a major event so it is hoped that the results will be positive and help strengthen our case for access in the future.

I look forward to another great year with the SOA and with the many new developments and opportunities; it's an exciting time to be in.

4.9. Scottish Orienteering Six Day Event Company Ltd. Report – Lynne Walker

With 2008 being an 'even' year, it is often regarded as being a quiet time for the Six Day Company. Actually there never is a quiet time for the Company! For the first five months of 2008 the post of the Professional Officer was vacant and so much of the burden of ensuring the continued development of Tay 2009 fell to Gareth & Jan Bryan-Jones and their Central Organising Team. We are all indebted to team for the work they have done and are doing to ensure the success of the event. Scott Fraser has quickly taken on many of the tasks as the Assistant Co-ordinator and, with excellent tuition from Gareth, Scott is now helping to steer the Oban 2011 event.

The Central Organising Team, Day planners, organisers and controllers have put in many hours of work for Tay 2009. Their tasks will peak in August when we are hopeful that many British and foreign competitors will accept the challenge of the varied terrain of Tay 2009.

Oban 2011 is beginning to take shape. Members of AYROC, Clyde and EckO form the Central Organising Team. Ross Lilley (EckO) has been appointed as the event co-ordinator with Scott Fraser as the assistant co-ordinator. Key appointments have been made to central organisation. The event will soon assume an identity with the launch of the logo. Final decisions are being made about the exact location for each day and the event centre.

The Six Day Company Chairman usually announces the location of the event for four years ahead at the SOA AGM. Negotiations are currently ongoing for this event, both for the locality of the event and with British Orienteering as the 12 month embargo rule is proving to be very restrictive regarding the Six Day event. After all, does any club have so many quality areas that they are able to allow the Six Day event to come along and use six of their best areas and still be able to put on local events to sustain and raise interest in the sport of orienteering?

5. Treasurer's Report – Les Dalgleish

The 2008 Accounts are still provisional and subject to examination by the Association's "Auditor". These provisional accounts show a surplus of £25,425. A

more detailed report will be produced at the AGM, along with the final accounts. The Draft Accounts are attached in the Appendix.

6. Subscriptions and Levies

No changes to the subscription from January 2010 are proposed.

Subscriptions	<u>2008</u>	<u>2009</u>
Senior	£9.00	£9.00
Junior	£3.00	£3.00
Family	£14.00	£14.00
Group	£15.00	£15.00
Open Club	NIL	NIL
Closed Club	£30.00	£30.00

The levies have not changed since 2002, so small increases are proposed. No change to the Entry Fee criteria is proposed at this time.

Event Levy – 2009

Category 4 and 5 events with Senior entry fees (net of British Orienteering membership discount) no greater than £6 – no SOA levy.

Category 4 and 5 events with Senior entry fees (net of British Orienteering membership discount) greater than £6 – SOA levy as Category 3 events.

Category 3 events	Seniors £1	Juniors £0.40
Category 2 events or above	Seniors £1.40	Juniors £0.55

No deductions for any expense of any kind will be allowable.

For information the 2008 levies were as follows:

Category 3 events	Seniors £0.80	Juniors £0.30
Category 2 events or above	Seniors £1.20	Juniors £0.45

7. Change in Bye Laws

No changes to the Bye-laws from January 2010 are proposed

8. Election of Board

The articles of Association of the SOA state:

“At each Annual General Meeting, one third of the Directors elected in terms of Article 5.7 (or the nearest number upwards) shall retire from office. If no other Director or Directors has or have decided or agreed to retire thereat, the Directors...” Two Directors have requested to stand down - Kate Robertson (Marketing & Communications) and Marsela McLeod (Development). Since the other Directors have still to serve 3 years, this means that there are two Directors positions which require to be filled at this AGM. The vacancies were

intimated to the membership, and as a result, two nominations have been received for Oleg Chepelin (Marketing & Communications) and Roger Scrutton (Development). No other nominations were received by the dead line of 31st March 2009. Their general information is provided below.

Development Director – Roger Scrutton

I began orienteering regularly with ESOC in the 1990s. My first 6-Days was in 1997, Breadalbane. Now hardly a week goes by without me attending an orienteering event of some sort, even if it is just a local training event. As a volunteer, I have engaged in most aspects of event organisation and planning, whilst mapping and controlling are ambitions for the not-too-distant future. However, I am particularly enthusiastic about coaching at all levels and recently gained my UKCC Level 1 certificate.

My work in geosciences at Edinburgh University included aspects of student support as a Director of Studies and as part of a team introducing Personal Development Planning for undergraduates. This coincided with society as a whole becoming acutely aware of the need for regular exercise as part of a healthy lifestyle for personal development. With retirement looming I decided to move on from geosciences a little early to try to find work in sport development for the benefit of young people. I am now a postgraduate research student in the School of Education at Edinburgh researching into the beneficial effects of outdoor adventure activities on the personal and social development of school age children. This includes orienteering. My rather grand objective is to secure the adoption of outdoor adventure activities as a compulsory element of the school curriculum.

I have some experience as a company director. From 1999 to 2007 I was a non-executive Director of the British Geological Survey, and from 2004 onwards I have been a member of the Council of the Scottish Association for Marine Science, which runs the Dunstaffnage Marine Laboratory near Oban, recently becoming one of the laboratory's non-executive Directors. Also, from 2008 I have been the SOA representative on the BO Development Committee and a member of its working group on the sustainability of orienteering amongst 18 to 25 year-olds (which hasn't done much yet, to be honest, because it is waiting for restructuring of the international programme to be completed).

I have a deep professional and personal interest in the development of orienteering at all levels, from beginner to elite competitor, and in all aspects, from recruitment into the sport to innovative ways of gaining wider public recognition. It would be a privilege to play a major part in taking forward the SOA's exciting ideas for the development of orienteering in Scotland.

Name of proposer: Gill Berrow (ECKO)

Name of seconder: Benedict Bate (ESOC)

Marketing and Communications Director –Oleg Chepelin

I have been involved with orienteering since the age of 8 and have experienced orienteering at all levels from Junior Squads to Senior Internationals. I have represented local, foreign and university teams. During my time at Edinburgh University I was on the orienteering club committee as a coach for 2 years. Recently I have also completed a level 1 UK coaching certificate in orienteering.

Outside orienteering I compete for my University running club and Shettleston Harriers (top track, road and hill running club in Scotland). Having many contacts outside orienteering, but still within the boundaries of the running world, gives me an insight into how orienteering can be made more attractive to new-comers.

I am presently studying as a part time postgraduate for a research masters in exercise science which is supervised by Dr Yannis Pitsiladis (author of East African Running and former director of The International Centre for East African Running Science).

The project work involves a great deal of subject recruitment as well as presentation of results orally, through poster presentations and in writing for publication.

Name of proposer: Jon Musgrave (MAROC)

Name of seconder: Doug Tullie (EUOC)

APPENDIX 1 – Draft Accounts

Scottish Orienteering Association Profit & Loss Account for the year ended 31 December 2008

	Note	2008		2007
	Income	Costs	Net	
Income from members and general administration costs				
SOA/BOF membership fees	7191	0	7191	6209
SOA/BOF event levies	13997	0	13997	11561
Sales & equipment hire	14925	11094	3831	4315
SCORE advert income and costs	885	5402	-4517	-4726
Interest received	886		886	1225
Other Income	0			324
	<u>37884</u>	<u>16496</u>	<u>21388</u>	<u>18908</u>
Less;				
Capital grant release & depreciation charge	5,6	3040	5935	
Administration			3854	
			<u>6749</u>	<u>9072</u>
Surplus before grants & development expenditure	<u>40924</u>	<u>26285</u>	<u>14639</u>	<u>9836</u>
Grant Income				
sportscotland	65500			
Scottish 6-Day Event Company Ltd	18000			
Scottish Natural Heritage	0			
British Orienteering	0			
			<u>83500</u>	<u>93610</u>
Development Expenditure				
Professional staff costs	3	36643		
Club Development		1397		
Squads training expenses		0	21118	
Coaching expenses			4716	
Competition - international squads	4	0	3840	
"Strong partners"			5000	
Miscellaneous Expenses			0	
			<u>-72714</u>	<u>-87074</u>
Surplus on normal activities	<u>124424</u>	<u>98999</u>	<u>25425</u>	<u>16372</u>
Special projects funded from reserves:				
National Centre	9904	17456	-7552	-1946
Development Fund	220	0	220	642
Junior Squad	2952	0	2952	-520
Total income & costs	<u>137500</u>	<u>116455</u>		
Transferred to reserves	2		<u>-4380</u>	<u>-1824</u>

Scottish Orienteering Association
Balance Sheet
as at 31 December 2008

	Note	2008	2007
Fixed Assets			
Tangible assets	5	7700	
National Centre Building		1000	
Investments		3	
		8703	12077
Current Assets			
Debtors & prepaid expenses	7	21765	9074
Cash at bank		106175	108157
Building society deposits		6871	6871
		134811	124102
Less: Creditors	8	-2663	-14784
		132148	109318
Total Assets less Current Liabilities		140851	121395
Deferred Income			
Capital grants	6	-4512	-7551
Revenue Grants		-1450	0
		134889	113844
Reserves			
Designated Reserves	2	44428	48808
Asset Replacement Reserve		3400	3400
Revenue Reserve - brought forward			61636
- surplus for year			25425
		87061	61636
		134889	113844

The notes to the accounts numbered 1 to 8 form part of these financial statements

SOA is the governing body for the sport of orienteering in Scotland and works closely with sportscotland and British Orienteering to develop all aspects of the sport in Scotland.

President - Donald Grassie

Treasurer - Les Dalgleish

Opinion

I have examined the above Profit & Loss Account and Balance Sheet and certify that they are in agreement with the Books and Records of the Association and give a true and fair view of the Association's position as at 31st December 2008

May 2009

Scottish Orienteering Association
Notes to the Accounts

1 Accounting policies

1.1 Basis of preparation of financial statements

The financial statements are prepared under the historical cost convention.

1.2 Fixed assets and depreciation

The fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost over their expected useful lives on the following basis:

Office equipment	20% straight line basis
Print equipment	25% straight line basis
Squad strips	33% straight line basis
Event equipment	20% straight line basis
Glenmore equipment & maps	20% straight line basis

1.3 Capital grants

Grants received relating to tangible fixed assets are treated as deferred income and released to profit & loss account over the expected useful lives of the assets concerned. Other grants are credited to profit & loss account as the related expenditure is incurred.

2 Designated Reserves

	Development Fund	National Centre/ Map Fund	Junior Squad	Total
At 1 January 2008	6503	14329	27976	48808
Income	220	9904	2952	13076
Interest received				0
Expenditure in year		-17456		-17456
	220	-7552	2952	-4380
At 31 December 2008	6723	6777	30928	44428

Orienteering Techniques booklet was updated during 2006 - Development Fund included a contingency for this. All sales are added back to replenish the Fund for re-printing the booklet in the future.

3 Professional staff costs

	P & L Account	National Centre	2008	2007
Salary and employment costs	29628	6500	36128	39543
Social security costs	2389	602	2991	3770
Travel, telephone etc.	4626	2093	6719	7971
	36643	9195	45838	51284

At 31st December, 2008, includes 2 full time employees (2007 - 1 full time and 1 part time employee)

4 Competition - international squads

	Income	Costs	Net Cost	2007
Junior	0	4593	4593	4593
Senior	0	2516	2516	2516
Veteran	0	1450	1450	-973
	0	8559	8559	6136

page 3

Scottish Orienteering Association
Notes to the Accounts

5 Tangible assets

<u>Cost</u>	<u>1.1.08</u>	<u>Additions</u>	<u>Write-offs/ Disposals</u>	<u>31.12.08</u>
Office equipment	12327	1945		14272
Event equipment & squad strips	19562			19562
NATCEN equipment	2920	1500		4420
NATCEN maps	0			0
	<u>34809</u>	<u>3445</u>	<u>0</u>	<u>38254</u>
		<u>Write-offs/ Disposals</u>	<u>Charge</u>	<u>31.12.08</u>
<u>Depreciation</u>	<u>1.1.08</u>			
Office equipment	8123		2648	10771
Event equipment & squad strips	14444		3287	17731
NATCEN equipment	1168		884	2052
NATCEN maps	0			0
	<u>23735</u>	<u>0</u>	<u>6819</u>	<u>30554</u>
 Net Book Value	 <u>11074</u>			 <u>7700</u>

Of the depreciation charge of £6245, the net allocation to NATCEN was £884

6 Deferred income

<u>Capital grants</u>	<u>NBV 1.1.08</u>	<u>Additions</u>	<u>Release</u>	<u>NBV 31.12.08</u>
Office equipment	3951		2140	1811
Event equipment & squad strips	3600	0	900	2700
	<u>7551</u>	<u>0</u>	<u>3040</u>	<u>4511</u>

7 Debtors & prepaid expenses

Grants - sportscotland		<u>2008</u>	<u>2007</u>
Other Grants		18000	4650
Trade debtors - National Centre			
Event levies		684	182
British Orienteering Championships - prepayments			3476
Trade debtors		3081	471
Sundry debtors			295
		<u>21765</u>	<u>9074</u>

8 Creditors

Subscriptions in advance		2040	5093
Audit fee		100	100
Junior Squad Personal Contributions paid in Advance		150	
Deferred Levy			8941
National Centre Creditors			
Modernisation Grant			
Other		373	650
		<u>2663</u>	<u>14784</u>

APENDIX 2 – List of contacts

List of directors and volunteers as at time of publication; up to date information is available on the SOA website.

Job title	Postholder
Board	
President	Donald Grassie
Secretary	Mel Perry
Treasurer	Les Dalgleish
Marketing & Communications Director	Kate Robertson
Partnership Director	Ian Pyrah
Performance Director	Sarah Dunn
Development Director	Marsela McLeod
Operations Director	Paul Duley
Sportscotland Liaison	Catherine Goodfellow
Professional Staff	
Professional Officer	Scott Fraser
Development Officer	Hilary Quick
Co-ordinators	
Coaching Co-ordinator	Ross McLennan
Competitions Co-ordinator	Vacant
Development Co-ordinator	Hilary Quick
Electronic systems Co-ordinator	Robin Strain
Fixtures Secretary	Paul Caban
Fixtures Assistant	Moirra Laws
Merchandising Co-ordinator	Hilary Quick
National Centre	Hilary Quick
Newsletter Editor	Doug Tullie
Officials (Controller of Controllers)	Marjory Craig
SOL points Co-ordinator	Trevor Hoey
Sports Science Co-ordinator	Jason Simpson
ScotJos Squad Manager	Maureen Brown
SEDS Squad Manager	Andy Kitchin
Veteran Squad Manager	Rob Hickling
Trophies & certificates Co-ordinator	Vacant
Webmaster	Paul Frost