

2018 Annual General Meeting Booklet (Updated 10/5/2018)

The Annual General Meeting of Scottish Orienteering will be held at
Dyke & District Village Hall, Dyke, Forres, Moray, IV36 2TF on
Saturday 26th May 2018 and will commence at **5pm**.

AGM AGENDA

1. Apologies for absence
2. Approval of minutes of (i) AGM May 2017 and (ii) EGM Sept 2017*
3. Annual Reports of Association Activities
 - o Presidents Report
 - o Directors and Staff Reports
4. Approval of Accounts and Fees for 2019 Appendix 1
5. Scottish Orienteering 6-Days Co. Report
6. Proposed changes to the Articles of Association Appendix 2
7. Proposals
 - o Reinstatement of Scottish Score Championships Appendix 3
 - o Introduction of New SOA Membership categories Appendix 4
 - o Honorary Lifetime Membership Awards Appendix 5
8. Elections to the Board of Directors Appendix 6
(Role outlines are available on the SOA website)
 - o Chair
 - o President
 - o Communications & Marketing
 - o Equality & Diversity
 - o Operations
 - o Performance
9. Appointment of Auditor

*Copies of the minutes from the EGM held in September 2017 and the AGM held in May 2017 will be available at the meeting. The minutes are also available on the Scottish Orienteering website or can be obtained from the National Orienteering Centre on submission of a stamped addressed envelope to Scottish Orienteering, National Orienteering Centre, Glenmore Lodge, Aviemore, PH22 1QZ.

Proxy Voting Form can be found on page 20 & 21 of this AGM booklet. All members wishing to vote are requested to use the Proxy Voting form and ensure it is completed and returned to SOA Registered address (National Orienteering Centre, Glenmore Lodge, Aviemore. PH22 1QZ) no later than 48hours before the time of the meeting. All members should be aware that post to Glenmore Lodge can take up to a day longer to arrive, so please allow for extra posting time to ensure your vote is received within the timeframe noted above and is counted.

2.

(i) Minutes of SOA AGM 2017

Held in Golf Inn, Gullane on Saturday 20th May 2017 at 1730 hrs

Present: Roger Scrutton (Chair), Ian McIntyre, Colin Matheson (Minutes), Sarah & Pauline McAdam, Catherine Kirk, Johannes Petersen, Brian Bullen, Hilary Quick, Ian Turner, Sally Lindsay, Rona Lindsay, Lynne Walker, Paul Frost, Scott Reynolds, Sheila Reynolds, Charlotte Reynolds, Anne Hickling, Rob Hickling, Richard Oxlade, Roos Eisma, Roo Hornby, David Summers

Apologies: Paul Caban, Liz Fraser, Claire & Andrew McPherson, Robin & Sheila Strain, Marsela McLeod, Dave & Jane McQuillen, Crawford & Andrew Lindsay, Stef Lauer, Pamela Carvell (independent Director), Phil Smithard, John Emeleus, Diana Turner, Megan Griffiths (Sportscotland), Judith Bell & family, Keith Brown, Terry O'Brien

Item	Title and Discussion Items
1.	Apologies for absence
	Received from those named above
2.	Approval of the Minutes of the 2016 AGM
	The Minutes of the 2016 AGM were accepted
3.	Annual Reports of Association Activities for 2016-2017
	<p>Reports cover the period post 2016 AGM and the first part of 2017. Detailed reports are published in the AGM Booklet but Directors and others were asked to comment further if they wished:</p> <p>Roger Scrutton, President It was noted that since the Articles of Association were changed to remove the need for a quorum that this and last year's AGM had in fact been quorate by the previous Articles and the President thanked those in attendance. Stef Lauer as Chief Operating Officer had made a big impact and other staff were able to focus on their activities more effectively. Roger pointed out that Stef had requested that directors and staff were asked just to provide three highlights for the AGM booklet. The SOA Board would now be able to deal with true Board business including relations with sportscotland. A working group looking into SOA and BOF relationships had been formed and included corresponding members. Any further input from SOA members was welcome and should be input to Roger as Chairman</p> <p>Roos Eisma, Operations Director The SOA is actively seeking a Competitions Coordinator and will advertise on the website. This role will tie into outputs from the recent successful Schools & Juniors Conference</p> <p>Ian Doig, Development On behalf of Ian the President noted that no input had been received and noted that personal issues had prevent Ian's full involvement.</p> <p>Marsela McLeod, Performance On behalf of Marsela the President praised our Elite athletes for some excellent performances and selections for WOC, with Scotland punching (SI</p>

	<p>presumably) well above its weight. Funding for the GB Squad was being cut and it was making it challenging for the athletes.</p> <p>Claire McPherson, Partnerships On behalf of Claire the President re-iterated the value of gift aid. Action: SOA to have a list available of those who have completed gift aid so that club secretaries can contact the National Office to determine who has already completed forms Clubs were encouraged to complete participation numbers. At the meeting it was raised that registration of activities was not user friendly, especially for regular activities being held on a frequent basis e.g. every day of ROMP has to be input individually. Action: Events manager to raise this issue with BOF</p> <p>Ross McLennan, Marketing & Communications On behalf of Ross the President thanked Sarah Hobbs for the regular SOA emails keeping members informed. Paul Frost was thanked for his help in running the website and it was noted that handover to the new website was due in late June.</p> <p>Ian McIntyre, Treasurer Ian presented an excellent Treasurer’s Report and Draft Annual Accounts. He explained that because of our Charity status there was a restructuring in the way accounts were presented. In particular there were restricted (ring-fenced) funds such as those from sportscotland and unrestricted funds such as those raised through membership and levies. Sportscotland had increased their funds towards development to £80,000, and if membership increases this should be the situation through to 2019. It was noted that though we had to show increased governance their funding did not cover this - this had to come through unrestricted funds. Details are in the report, but it looks like reserves will be healthy through to 2019 and there are potentially funds available that could see spend on SEDS, marketing, assistance with accounts etc. A request was made that some financial assistance towards the volunteers weekend could or should be forthcoming. It was proposed that there was no need to increase membership fees or levies at this stage. The meeting agreed to keep the current membership fees and levies unchanged. The meeting approved the accounts. The meeting approved the reserves policy. There was a vote of thanks for Ian for all the hard work he had put into the SOA over many years.</p> <p>The SOA Staff Team It was agreed that it was not necessary for staff members to expand on their activities as described in the AGM booklet</p> <p>Scottish Orienteering 6-Day Event Co Ltd Report, Dave Kershaw Members were referred to Dave’s report in the booklet.</p>
4.	Proposals
	4.1 Proposal to discontinue the Scottish Score Championships
	There was a discussion both for and against the proposal. Amongst the members present there were 11 in favour of the proposal (to discontinue) and 8 against. Three proxy votes were received against and one proxy vote

	received for. The President abstained from the vote. The proposal was therefore carried by 12 votes to 11.
	4.2 Update of Articles of Association and Byelaws
	<p>The President explained that with encouragement from sportscotland and with assistance from their legal advisors that there should be some changes to the existing articles and byelaws. These related primarily to:</p> <ul style="list-style-type: none"> • Objects of the Company • Activities of the Company • Definition of members • Composition of the Board • Discipline (to be reviewed 2018) <p>The meeting unanimously accepted changes to the articles The meeting unanimously accepted changes to the byelaws</p>
5.	Election of the Board of Directors
	<p>Pauline McAdam is retiring but was standing for re-election as Secretary Ian McIntyre completed two terms of office as Treasurer and is retiring Ian Doig completed one term of office as Development Director and is retiring</p> <p>Anne Hickling was unanimously elected as Development Director Pauline McAdam was unanimously elected as Secretary David Henderson was unanimously elected as Finance Director* Richard Oxlade was unanimously elected as Strategy Director**</p> <p>*David is relative new to orienteering, and currently is the business manager at Glenmore Lodge. The position of Treasurer has now been changed to Finance Director, reflecting changes in the way accounts will be managed in future **Richard made a major contribution to Highland 2015, and has a wealth of experience in orienteering as well as in business. The Strategy Director is a new role - Richard will help define this!</p>
	The meeting closed at 1840 hrs.

(ii) Scottish Orienteering Association EGM Minutes

September 23rd 2017, Library Room, Lagganlia Outdoor Centre

The EGM started at 1900hrs

Present: Richard Oxlade, Colin Matheson, Anne Hickling, Pauline McAdam, Ted Finch, John Tullie, Robin Sloan, Christine Patterson, Brian Yates, Janice Nisbet, Heather Thomson, Dave Robertson.

Minutes: Stef Lauer

1. Apologies:

Hilary Quick, Jane Scott (sportscotland), Claire MacPherson

1.a. President's Report (Dr Roger Scrutton)

- Update on SOA business, current team structure & staffing
- The SOA is overseeing the Scottish club development (not BO).
- Funded by sportscotland and also from within the sport (S6D event, levies), grants from charitable trusts, Matchgiving and GiftAid schemes.
- Mention of Development Audit - which influenced some of the changes of the Articles
- Bid to stage World Spring Championships 2022 in Edinburgh

A short discussion surround Club + SOA membership followed.

2. Proposals: Changes to the Articles

In summary, we are proposing three areas of change. The principal changes are to comply with a number of governance developments in recent years, especially around company Board structure and operations. This, in turn, has cascaded down from concerns in sport in general, and other areas, of illegal practices, transparency over decision-making and so on. The appointment of an Independent Director and Chair of the Board, for example, are a response to this. A second area concerned is about the relationship of the SOA to British Orienteering, especially with regard to the way the membership process operates. Changes to the Articles in the area of membership are mainly to clarify the relationship of our members to British Orienteering. Thirdly, we are taking this opportunity to propose an update to our Objects (= Charitable Purposes, Articles Section 4), because they still relate to the days before we became a Charity and are no longer acceptable to the Charity Regulator.

The meeting unanimously accepted changes to the articles.

The meeting unanimously accepted changes to the byelaws.

The EGM was closed at 1940hrs.

3. Annual Reports of Association Activities

- Presidents Report - Roger Scrutton

A major advance in the last year has been the development of a more structured approach to the way we implement the aims and objectives in the SOA Strategic Plan. We are not quite there yet, but Richard Oxlade, in the new position of Director of Strategy, has been able to lead on this development, so that our aims and objectives are manifest in a number of specific projects delivered by staff with oversight from an appropriate Board member, fully costed and budgeted for, and reported on regularly. Some projects are time limited, others are ongoing.

I should like to express our thanks to **sportscotland** for continuing to provide good financial support and encouragement for orienteering. All sports have their particular demographics, ways of operating and event schedules, best practices, operational capacity and so on. Orienteering is “No Ordinary Run” (to quote a well-used phrase); there are a dozen ways in which we are different from other sports, and we are grateful to **sportscotland** for recognising this. In addition to **sportscotland**’s financial support, however, we must also ensure we generate sufficient operating funds from “within the sport”. Hence the proposal at this AGM to increase membership and levy fees, so that we can operate in a financially sustainable way going forward.

There have been some important staff and director changes during the year. Stef Lauer resigned as Chief Operating Officer and we have been very lucky to appoint Fiona Keir, who has considerable experience of sports governance and management. Sarah Hobbs job description changed from Admin Assistant to Membership and Communications Manager to reflect the fact that these are the areas in which she has been working. Sarah Dunn became Regional Development Officer North following Johannes Petersen’s departure. On the Board, our Independent Director, Pamela Carvell, has kept a most welcome critical eye on Board proceedings. Several operational and governance developments in the last year or so will be reported on elsewhere by staff and directors, e.g. new child safeguarding standards, new data protection regulations, services for members. We try to keep on top of all these things, but it’s quite a challenge.

This is my last AGM on this side of the table. I would like to say a big thank you to everyone, paid staff and volunteers, who have contributed and, I hope, will continue to contribute, to the success of Scottish orienteering. It is quite humbling to work with such talented people.

- **Directors and Staff Reports**

Performance Director - Marsela Mcleod

Another successful year has passed for our Squad athletes with great results both at home and abroad. Junior and Senior Squad weekends held throughout the year continue to give our best athletes the chance to train and receive good quality coaching. Without the support of many volunteers these weekends would not be viable; so many thanks to all those who gave up their weekends to be involved and support our Performance athletes. Many thanks must also go to Elizabeth Furness who will be standing down as SCOTJOS Lead Coach at the end of summer 2018.

Highlights from the year

- Successful Junior Development Summit. This led to the Junior Development Weekend in Deeside attended by 24 junior athletes and the decision to rotate the Jamie Stevenson Trophy around all Scottish Clubs. MAROC will be holding the 2018 competition.
- Scotland won the Junior Inter Regional Championships and were a close second at the Junior Home Internationals.
- Four of our senior athletes competed at the World Orienteering Championships in Estonia with some steady results. Four junior athletes were selected for the European Youth Orienteering Championships and five for the Junior World Orienteering Championships.

Marketing & Communications Directors - Ross McLennan

- The new SOA website has been imminent for some time now but there have been some unfortunate complications which have frustratingly delayed proceedings significantly. A considerable amount of effort has gone into the new site and resolving issues but sadly it is still unclear when the new website will go live. Thankfully it is not a huge issue as our current site is still very serviceable thanks to the work of Paul Frost.
- Score continues to be a bumper read thanks to the stellar work of editor Sheila Reynolds. However it should be noted that costs have started to creep up so we need to take care that these are kept under control whilst still providing the quality magazine we've come to expect.
- For some time now one of our key marketing issues has been a lack of resource. This situation has been greatly improved as Sarah Hobbs now has a good chunk of her time dedicated to marketing and I'm sure we will see clear impacts from her work, particularly through social media. Remember though that marketing is all our jobs - share photos, posts, videos, events of great experiences in wonderful locations!



Development Director - Anne Hickling

- We now have a strong development team in place with Sarah D joining Rona as RDO in December. Both are now working with a number of clubs in their areas as 'focus clubs' to develop their activities and programmes. The financial award from SportScotland for this year provides us with a firm base for taking this work forward as well as enabling SOA to make funds available to clubs for development projects.
- The third Volunteers Weekend in September last year was attended by a small but enthusiastic group. The weekend provided a useful stage for key volunteers from a range of clubs to get together to talk and learn with each other. Going forward we will be looking to continue the concept of the Volunteer Weekend whilst making it more accessible to a wider spread of clubs and individuals.
- The strategy review initiated at the start of 2018 provided a good opportunity to hear from clubs about their plans for development, the challenges they face, and how SOA might support them. The ongoing work from the consultation and the recent club workshop will contribute to our development programme over the coming year as well as facilitating the sharing of good ideas and practice amongst the clubs.

Operations Director - Terry O'Brien

- Clarified the model & rationale used for Scottish Champs with North Area Clubs.
- Finalised dates / venues for 2018 SOL Series.
- Requested feedback from Members re "Scottish" championships events, but still some way to go on this.

Membership & Marketing Officer - Sarah Hobbs

- New Scottish membership option (joining club and SOA only) has launched, for people to join online, or by paper forms at events. We are capturing a lot of new members with the latter. At 1st May, 363 members are in the scheme, 53% of whom are not previously members of BOF.
- New marketing strategy to focus our efforts attracting new members and retaining existing members. Target audiences for new members are those in their late teens/early 20s, and families with young children wanting to spend quality time together in the outdoors. Change of focus of my role to spend more time on marketing and communications, particularly on social media.
- New Gift Membership of the SOA is now live

RDO North / COPE Project - Sarah Dunn

- Since starting in my role as RDO N at the beginning of Dec 2017 I have been in communication with all of the north area clubs and am now supporting several clubs to take forward key club development objectives including new member recruitment with Gramp, opportunities for sourcing CDO funding with ECKO and working with partners (Active Schools and UHI) in the Tayside area
- Within Aberdeenshire I have recently promoted and run two IntrO courses for teachers and parents. These have resulted in a lot of interest in orienteering from schools as well as an excellent turnout of new families at recent “Come and Try It” style local events.
- The Cairngorm LEADER funded COPE project is now in its later stages (2-year funding ends 30 Sep 2018) and has successfully delivered a programme of activities and training within upper Deeside and Donside. With the British Championships as part of the underlying rationale for the project funding, we are pleased that 13 (previously non-member) youngsters have signed up to take part in the event.

Education Manager - Hilary Quick

After a thorough review (thanks to senior coaches for input), we have new and improved training & assessment material and delivery formats for our coach education courses at Levels 1 and 2, and dates in the diary for the new courses to run. The Coaching Foundation (CF) course (1 day, not assessed) continues to be popular either as a stand-alone option or as a stepping stone towards an assessed qualification. We are about to pilot delivery of CF over four evenings in a club setting.

- Over the past year two more people have gained their Level 3 Coach qualification (Roger Scrutton and Ian Maxwell), with another one imminent. Scotland now has 3 (soon to be 4) coaches at this, the highest UKCC level available for orienteering coaches, while there is only 1 other in the rest of the UK. Several people have already expressed interest in the new L3 course, which will be ready for delivery in 2019.
- The Introducing Orienteering (IntrO) course continues to be hugely popular with teachers and is gaining popularity with Scout leaders; it's the most effective way of getting orienteering incorporated into school life, but does of course require clubs to have something to offer when the interested child wants to go further with the sport. Regular club activity, more than just organising competitive events, is the crucial element here.
- The recent Strategy Conference produced some interesting suggestions for expanding and enhancing the learning opportunities currently on offer; these will be explored over the next few months.



RDO South/ Central - Rona Lindsay

- I've enjoyed getting more hands on with clubs over the last year helping out with publicity, coaching and schools links, as well as sharing ideas across Scotland. It will be good to continue this and hopefully work with even more clubs going forward.
- Creating an SOA accreditation scheme has also been a big focus of mine over the last year. The main aim of the scheme is to help clubs develop as well as providing a platform to show that they are well run and organised. Watch this space for a launch date soon!
- Stirling University are now an official university and SOA club and I'm really looking forward to seeing how they get on and use their enthusiasm to grow the club. Elsewhere on the student scene we held a Scottish Student champs 2017-18 alongside SOL1 and plans are underway for the 2018-19 championships.

Events Manager - Colin Matheson

- Successful staging of the Scottish 6 Days Orienteering in Royal Deeside - a smaller and friendly event with excellent atmosphere. Thanks in particular for the excellent work done by Jon Musgave of MAROC as Event Coordinator and of course the many hundreds of helpers from clubs across Scotland and beyond.
- Shortlisted against Paris, France for the staging of the World Orienteering Championships 2022 (Sprint format). Successful partnerships have been put in place with EventScotland, City of Edinburgh Council, the SOA, Scottish Orienteering 6-Day Event Co Ltd acting on behalf of British Orienteering. The IOF evaluation visit is due to take place shortly before the British Orienteering Championships. I played a major role preparing the bid document and providing key input to the "glossy brochure" that accompanied the bid.
- Plans are on track to stage a successful British Orienteering Championships 2018 at Balmoral and Torphantrick (Inchmarnoch). Entry levels are very close to the predicted figure and the event should be near the break even point or in surplus. FVO, MAROC, ESOC, CLYDE, TAY and ECKO are all involved with the Long Distance race and GRAMP and BASOC are staging the Relays. Help has been forthcoming from other individuals across Scotland.



5. Scottish Orienteering 6-Day Event Co Ltd Report 2018 - submitted on behalf of 6-Day Event Co Ltd by Dave Kershaw

The Royal Deeside 2017 event was successful both in terms of the competition and the overall organisation with many compliments received from competitors. The numbers were down on 2015 as expected but the event made a reasonable level of profit which enabled a payment to be made to clubs for their support during the week. The event was expertly managed by Jon Musgrave with support from Maroc and Interlopers members and thanks are due to all those involved in continuing this very popular 40-year old series of events.

Preparations are well underway for the next event, Strathearn 2019, under the leadership of Terry O'Brien. The areas have been agreed and landowner consents are being obtained. The event centre and campsite arrangements are currently being negotiated. The Board have started discussing possible venues for 2021 which we hope to hold in the Oban / Fort William area.

There has been one change in the membership of the Board with the retirement of Ross Lilley as Marketing Director. Thanks are due to Ross for his many years of work on the Board as well as previously co-ordinating the 2011 event. I would also like to thank other members of the Board and Colin Matheson, Events Manager for Scottish Orienteering, for their work during the past year.

Appendix 1:

Proposal to increase fees

The SOA 4-year financial plan 2016-2020 is based in part on reducing our Unrestricted Reserves, which by end 2015 had reached £175k. Having such large Reserves makes it difficult for us to apply for grants and awards and implies that we have underinvested in our activities. At the same time, there has been an increase in good governance requirements of sports governing bodies, brought about by a range of rapidly growing issues in sport and society in general, such as fraud, doping, harassment, equality and diversity.

Our Unrestricted Reserves are therefore being used to employ two staff in our office at the National Centre to invest in the growth of orienteering through membership initiatives and to respond to the need for good governance, both of which in turn influence the investment we receive from **sportscotland**.

Running down Reserves only lasts for so long; therefore, incorporated into the 2016-2020 financial plan was the need for small but incremental increases in income from fees - membership or levies or both - in order to reach a sustainable financial position in 2020 in which we can continue to employ staff at the National Centre. Hence this proposal for a small increase in 2019.

In 2017 we made no change for 2018. Fees currently stand at

Senior membership	£8	
Junior membership	£0	
Senior Levy	£1	(Triggered when Senior Discounted entry fee is £10 or more)
Junior Levy	£0.40	

It is desirable that we make a change for 2019 in order to meet our target to increase income from within the sport. The proposal is for:

Senior membership	£9	
Junior membership	£0	
Senior Levy	£1.50	(Triggered when Senior Discounted entry fee is £10 or more)
Junior Levy	£0.60	

Appendix 2:

Amendments to the Articles of Association

With the aim of refreshing Board membership more frequently than is currently the case, the following amendments are proposed.

11.7 The Annual General Meeting shall also elect, by the greatest number of votes cast, up to seven other Directors (the Board comprises up to a maximum of twelve positions (including Independent Directors who are elected by the Board itself) from nominations received in terms of Article 11.3.

Each of these Directors shall subject to Article 11.8 hold office for a term of three years, and at the expiry of that term shall be eligible for re-election for one further term of three years, after which they shall not be eligible for re-election for a period of ~~one~~ four years, ~~unless they are elected as one of the President or Finance Director~~. The Board may allocate to these Directors specific portfolios, such as communications, development, marketing, operations, partnership and performance. Not more than two Directors may be elected from any one Member club.

11.8 At each Annual General Meeting, one quarter of the Directors elected in terms of Article 11.7 (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 to retire at the Annual General Meeting shall be the one or ones longest in office since their last election but, as between persons elected or last elected on the same day, the one or ones to retire shall (unless they agree amongst themselves) be determined by lot. At the First Annual General Meeting after the adoption of these Articles the number of votes cast for each Director shall be recorded. At the succeeding Annual General Meeting, those to retire (and seek re-election if so advised) shall be those who received the lowest number of votes at the previous Annual General Meeting. At the next Annual General Meeting, those to retire shall be those who secured the next lowest number of votes; in the event of equality of votes, those to retire shall (unless they agree amongst themselves) be determined by lot. No Director shall be entitled to serve more than six years continuously as such ~~(unless he or she is elected separately as President, or Finance Director in terms of Article 11.6)~~ but will be eligible for re-election after an interval of ~~one~~ four years.

Appendix 3:

To reinstate the Scottish Score Orienteering Championships with immediate effect.

Proposed: Kenneth Daly, Seconded: Terry O'Brien

Date: 04 April 2018

Considerations:

1. In 2017 the SOA voted 12 versus 11 to discontinue the Scottish Score Orienteering Championships (SOA AGM Minutes 4.1). The SOA has more than 1300 members, so less than 1% of the SOA membership voted to discontinue the Championships and it was passed by one vote, which is less than 0.1%. This was an unfortunately low participation by the membership and extremely narrow margin, so an event of this stature, history and passionate following deserves reconsideration and a larger more representative vote.
2. Following the SOA AGM 2017, a considerable number of people privately vented their disappointment at the decision to discontinue the event and the way it was determined.
3. Alternative options were not considered by the full membership, such as
 - holding the event as part of a quality twin event weekend;
 - holding the event earlier in the season, when people are more active and the weather better (as opposed to the very end of the season);
 - increasing the time limit on each course, especially the 40 and 50 minute courses, which cater for the older age groups, who run slower and require more time to visit a reasonable number of controls. Most of these people normally compete for 60 plus minutes at SOL's and local events, so may regard 40 minutes as inadequate and less appealing and result in fewer event entries.
4. Records show that participation in the Scottish Score Championships has been increasing every year for the last five years, so it is becoming more popular. It appears crazy to discontinue an event that has been growing in popularity and attracting increasing numbers for five consecutive years.
5. Results over the last three years, show the Scottish Score Championships is more popular than the Scottish Night Championships, with 132, 139 and 157 competitors, whereas the Scottish Nights Championships only attracted 90, 111 and 164.



6. Although some clubs and a considerable number of members do not support the Scottish Score Championships, there are plenty who do support the event, want it to continue and will host the event. A host club has always been found.
7. Although a considerable number of members do not like score orienteering as an orienteering discipline they should not vote to determine what others can do, when they themselves have no interest in it. Plenty of orienteers do not like night orienteering or urban orienteering, but they do not try to prevent the supporters of those disciplines from pursuing their interests.
8. The SOA interest in the Scottish Score Orienteering Championships, should be to ensure the event is organised to an appropriate standard and available to all. There are enough hosts and participants. Although it does not attract huge numbers of participants, it is open to all, so not acceptable to say people chose not to travel from far flung parts of Scotland.
9. The SOA and its membership should focus on the positives, help improve the event and help make the Scottish Score Orienteering Championships an ongoing success. Be altruistic!

Appendix 4:

Proposal of Introduction of New Membership Categories

(i)

Creation of Teacher/Scout Leader membership category within SOA

We currently train up to 100 teachers/Scout leaders per year in the Introducing Orienteering (IntrO) course. Attendees are largely new to orienteering as a sport and are motivated to come on the course to allow them to instigate simple orienteering activities with groups they are working with. It is suggested that all participants on IntrO courses receive SOA membership that allows them to access materials after the course, participate in activities and also an avenue for us to promote orienteering opportunities to them beyond the course date. Membership would be free for the first year after which they would be encouraged to join SOA as an adult member. To reduce overheads of this membership category they would not receive SCORE magazine with this membership, however other membership benefits would apply.

(ii)

Proposal to introduce a Group '4 people at the same address' Membership option

Unlike the above stated membership this would not be a new membership category but instead an incentivised option when joining. We are targeting new families, multiple children of the same family or possibly a group of students, which tally with our new target audiences for members. This membership option would encourage new members and would be marketed by SOA to new audiences. The pricing structure for members would not be changed i.e 2 children and 2 adults at the same address would pay the same under this membership than as if they were joining individually; however we aim to incentivise this membership option in other ways, which will be fully explored once/if approved.

Appendix 5:

Proposal of Honorary Lifetime Membership to be granted

- **Proposal to elect Mike Rodgers (Moravian OC) to Honorary Life Membership of SOA according to Bye-Law 9:**

“Honorary Membership may be accorded to persons who have given outstanding achievement in the Sport as shall have Honorary Membership conferred on them by a General Meeting of the SOA on the recommendation of the Board.”

Nominated by Roo Hornby, Acting Chair of Moravian OC
Seconded by Roger Scrutton, President, SOA

Citation:

In both a professional (as SOA Development Officer) and volunteer capacity Mike drove the development and membership growth of the Moravian club around the time of the World Championships 2015 in a spectacular way, almost doubling the membership of the club, winning grants and building a strong schools orienteering programme in Morayshire. Despite significant health challenges and having to cease orienteering, Mike has continued to support the club in a voluntary capacity, maintaining it as the largest and one of the most active of SOA clubs.

- **Proposal to elect Roger Scrutton (ESOC) to Honorary Life Membership of SOA according to Bye-Law 9:**

“Honorary Membership may be accorded to persons who have given outstanding achievement in the Sport as shall have Honorary Membership conferred on them by a General Meeting of the SOA on the recommendation of the Board.”

Nominated by Fiona Keir, INVOC
Seconded by Richard Oxlade, ESOC

Citation:

Having served on the SOA Board for the maximum term of 9 years Roger’s contribution to the development of Orienteering has been unparalleled. He remains hugely committed to the sport through the delivery of schools sessions, contribution to his club ESOC and is a passionate volunteer who always gives a huge amount of enthusiasm and experience in all capacities. In his term as SOA President the organisation has developed into a professional staff of 7 and has secured a 4 year funding partnership with sportscotland which provides an invaluable financial platform which to grow the sport. He has worked tirelessly behind the scenes and continues to be one of the biggest advocates for the sport.

Appendix 6:

Nominations for Director Positions

List of applications submitted for consideration:

Director Positions	Applicant	Proposer 1	Seconder	
Chair				
President				
Communications & Marketing	Nick Barr	Roo Hornby	Ben Stansfield	
Equality & Diversity	Stephen Moffatt			External Applicant
Performance	Graham Gristwood	Marsela McLeod	Ross McLennan	
Operations	Keith Roberts	Jon Musgrave	Terry O'Brien	

Applicants Support Information:

Nick Barr (Communications & Marketing)

In terms of attributes for the SOA's Director of Communications and Marketing role, Nick has a wealth of relevant experience drawn from his military, NHS and British Red Cross roles. Nick has been involved in live TV and radio interviews on a variety of topics, has appeared live on the BBC Breakfast's famous red couch and has contributed to magazine articles. Nick's work as a UK Director for the Red Cross led him to work extensively with the organisation's comms, marketing and fund-raising teams in the work of leading and promoting Event First Aid and Ambulance Support. Nick has managed teams of general and specialised staff, including volunteers, as well as controlled sizeable budgets involving extensive financial planning. Nick's experience, personality and quiet confidence contribute to an effective interpersonal style which has assisted him in forging innovative relationships with external agencies. Having worked for the Red Cross for 10 years, Nick has a good understanding of charity work and has been involved in formulating policy and strategy in both public and third sector work. Nick has been involved in planning and organising orienteering events and assisted with the Scottish 6-days and World Orienteering Championships.

Stephen Moffatt (Equality & Diversity)

My work with Triathlon Scotland has allowed me to champion triathlon within Scotland and the rest of Britain. Working with stakeholders across Britain and internationally, I am proud to have been a part of the growth and development of triathlon, at all levels, in the UK. I am confident that I have the skills and attributes that you need for this position. My time working as Director of Equity with Triathlon Scotland, coupled to my day job working with young people who have additional support needs has given me a very good understanding of the barriers people face when considering sporting opportunities. I am also keenly aware of the need for safe guarding of young people. I believe I have all of the necessary skills Scottish Orienteering require to fulfil this role. I understand how to help governing bodies of sport flourish and am keen to bring my experience, from sport and of education, to support the further development of Scottish Orienteering.

Graham Gristwood (Performance)

I have been orienteering since I was old enough to walk. I have been through the entire 'talent pathway' and have been in the Great Britain team since 2001, representing GB at 3 JWOCs, 13 WOCs, 6 EOCs and numerous other World Cups and international races. The highlight of my international career (thus far) has been winning the Gold medal at the 2008 World Championships Relay with Jon Duncan and Jamie Stevenson. Domestically I have won 13 senior elite British Championships titles, with another 15 medals, as well as the overall JK twice, and the CompassSport Cup twice with FVO. I am a UKCC Level 2 orienteering coach, working towards my Level 3 at present. I have coached a number of JWOC and WOC athletes, and done some consultancy work with the GB team. I worked as elite coach for IFK Mora OK in Sweden for 3 years, as lead coach for South Yorkshire Orienteers for 2 years and as a development officer for Octavian Droobers for 2 years. I have recently founded a new orienteering club - Masterplan Adventure - with Kris Jones, Chris Smithard and Fanni Gyurko to organise orienteering events in Scotland.

Keith Roberts (Operations)

In 2011 I participated in the Oban six days and was hooked by the orienteering challenges, the scale of the event, and the incredible organisation that made it all happen. In 2012 I was asked to "do the computing" for two days of the Jubilee Five event in Deeside; baptism by fire as I'd never even used the OE2003 software package. Since that time I've served on the MAROC committee and have become increasingly involved in the operations of larger events, including being part of the WOC 2015 IT team, providing the computing for the 2016 Scottish Championships at Balmoral, and last year being IT Manager for the Royal Deeside 2017 six days. The latter in particular required extensive networking and collaboration with Organisers, Planners, the central organising team, and support contractors. Last year I retired from the Oil and Gas Industry after 36 years in a number of technical, operational management, staff development, and mentoring roles, as well as being involved in a number multi company industry initiatives.

Scottish Orienteering Association, www.scottish-orienteering.org. Registered in Scotland, No. SC334748.

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Supported by the National Lottery through **sportscotland**.

Scottish Orienteering Proxy Voting Form

I (print name and address)

being a member of the Scottish Orienteering Association ("SOA"), and eligible to vote, hereby appoint the Chairman of the Meeting or (print name and address of proxy in the box below - if blank or invalid, the Chairman will be appointed)

as my Proxy to attend, speak and vote for me and on my behalf at the Annual General Meeting of the Company to be held on 26th May 2018 at 5pm and at any adjournment thereof.

- 1 Members are entitled to appoint a proxy of their own choice. A proxy need not be a member of SOA. If desired the name of such proxy can be inserted in the space provided in this form and the words "the Chairman of the Meeting or" shall be deemed to be deleted. If no name is inserted in such space, the Chairman of the Meeting will act as proxy.
- 2 Voting eligibility rules are reproduced overleaf

The Proxy is to vote in respect of the resolutions as follows

No		For	Against
1	Proposal for increase in fees (Ref: Appendix 1)		
2	Proposal: Changes to Articles of Association (Ref: Appendix 2)		
3	Proposal: Scottish Score Championships to be reinstated (Ref: Appendix 3)		
4	Proposal for New membership option: Teacher/Scout Leader (Ref: Appendix 4)		
5	Proposal for New membership option: 4 person at one address (Ref: Appendix 4)		
6	Proposal for Lifetime Membership : Mike Rodgers (Ref: Appendix 5)		
7	Proposal for Lifetime Membership : Roger Scrutton (Ref: Appendix 5)		
8	That Stephen Moffatt be formally appointed as Equality & Diversity Director (Ref: Appendix 6)		
9	That Nick Barr be formally appointed as Communications Director (Ref: Appendix 6)		
10	That Graham Gristwood be formally appointed as Performance Director (Ref: Appendix 6)		
11	That Keith Roberts be formally appointed as Operations Director (Ref: Appendix 6)		



3 Instructions as to voting on the resolutions should be indicated by an "X" in the appropriate space. In the absence of such instructions the member will be assumed to be abstaining on that resolution.

Member signature.....

Member Name (Capital letters)

Date on which Proxy Voting Form Signed:

NOTES

1 To be valid this form of proxy must be received at the SOA Registered Office (National Orienteering Centre. Glenmore Lodge, Aviemore, PH22 1QZ) not less than 48 hours before the time of the meeting (please note that postal deliveries to Glenmore Lodge can take a day longer than is the norm in cities and arrive late in the day).

2 The Proxy will vote (or abstain from voting) as he or she thinks fit, on any other business which may properly come before the meeting.

3 This form may be photocopied if further copies are required. Only one person may vote on each proxy voting form.

Voting eligibility as given in the BYE-LAWS OF SCOTTISH ORIENTEERING ASSOCIATION available on the SOA website and modified to bring them in line with the Companies Act 2006

The voting rights are

- (i) as defined in the Memorandum and Articles
 - Individual Senior Members shall each have one vote,
 - Individual Junior Members 16 years of age or older shall each have one vote,
 - Honorary members shall have no voting rights, and

- (ii) as specified in this Bye-law
 - Groups shall have no voting rights and,
 - Clubs shall have no voting rights.