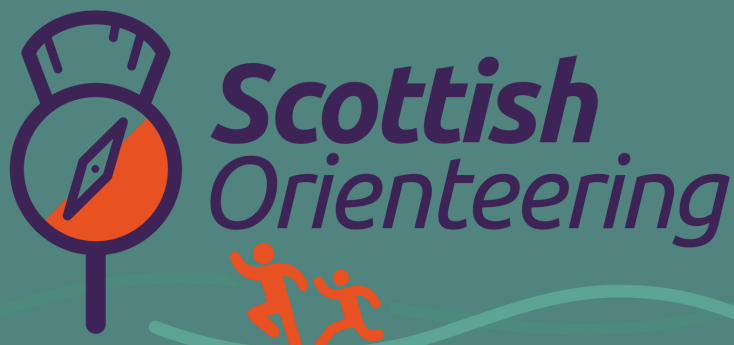




2025 AGM Booklet

22nd September 7pm

Online



Orienteering — a sport for all generations

Scottish Orienteering Association, www.scottish-orienteering.org. Registered in Scotland, No. SC334748. The Scottish Orienteering Association is a charitable body Registered in Scotland, No. SC043563. Supported by the National Lottery through **sportscotland**.

2025 AGM Booklet

The Annual General Meeting of the Scottish Orienteering Association will be held online on Monday 22nd September 2025 at 7pm. The zoom link for the meeting is [2025 SOA AGM Zoom link](#).

The approval of amendment to the Articles of Association in EGM earlier this year means that the AGM must take place by the end of September each year.

As such the AGM in September will report on the year 2024 for the SOA and we would welcome volunteers to take on those positions on the Board which are becoming vacant or are vacant: Chair, Secretary, Operations Director and Performance Director.

AGENDA

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▪ Chair	
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9. Presentation of President's Medal	

A Proxy Voting Form can be found on page 24 & 25 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 48 hours before the time of the meeting. Electronic Proxy voting forms must be completed by 21st September 2025 and can be found [Online Proxy Voting Form](#) 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.

Appendix 1: Draft Minutes of 2024 AGM/ June 2025 EGM

Minutes of the Annual General Meeting of the Scottish Orienteering Association, held by zoom online on 24th June 2024

Present: Keith Dawson, Richard Oxlade, Ben Hartman, Ken McDonald, Tim O'Donoghue, Mary Williams, Frances Britain, Brian Bullen, Walter Clark, Laurence Cload, Ian Hendrie, Katherine Ivory, David Lane, Jen Leonard, Pauline McAdam, Janette McLeod, Ewart Scott, Steve Scott, Nikki Howard (NH)

Apologies: Jennifer Atkinson, Michael Atkinson, Keith Brown, Liz Orr, David Robertson, Robin Strain, Sheila Strain, Lynne Walker, Ray Ward

1. Welcome and Apologies

Keith Dawson welcomed everyone to the meeting and the apologies received were noted as detailed above.

2. Minutes from 2023 AGM

The minutes of the AGM held in June 2023 were approved (Richard Oxlade, seconded by Steve Scott).

3. Annual Reports of Association Activities

Full reports by contributors were circulated in advance in the AGM Booklet and which can be read [here](#). No questions were raised by those present and the terms of the reports were noted.

4. Finance Report - Ben Hartman

Ben Hartman outlined the main terms of the finance report which can be read in terms of Appendix 3 of AGM Booklet [here](#). Ben extended his thanks to Brian Millar the independent auditor of the accounts, who for the last 10 years and especially 2017 when he went above and beyond when there was no active Finance Director.

Keith Dawson extended his thanks to Ben Hartman was thanked for his work in preparing the accounts and over the last year.

The 2023 Accounts were approved (Keith Dawson seconded by Mary Williams)

5. Scottish 6 Days Co Report

Full reports was circulated in advance in the AGM Booklet and which can be read [here](#). No questions were raised by those present and the terms of the reports were noted.

6. Proposals

There were no proposals brought to the meeting.

7. Elections

It was agreed by those present that it was appropriate given WOC 2024 that Keith Dawson, Richard Oxlade and Ben Hartman who had been due to stand down at the AGM would remain in post until after WOC 2024 when an EGM would be held on 14th September 2024. There were nominees for the post of replacement Finance Director and Marketing and Communications Director but these nominations would be brought forward at the EGM once WOC 2024 had taken place.

Appendix 1: continued...

8. Presidents Medal

Richard Oxlade indicated that several impressive nominations had been received but it had been decided that this year the Presidents Medal would be awarded to David Robertson of ESOC in terms of the following nomination:

David tirelessly promotes orienteering within Edinburgh and East Lothians in particular for schools and youth groups. He volunteers on a regular basis with children with additional support needs introducing them to orienteering. He runs schools taster sessions (next week he is running all day sessions for 3 schools and an evening session for a scout group - and this isn't that unusual a week for him!). He always tries to support every request for help which comes into ESOC and quietly carries it out - trying out new coaching ideas and resources. He has run after school clubs too and is a regular volunteer with East Lothian Outdoor Centre.

Congratulations were offered to David Robertson.

9. AOB

Walter Clark thanked all of the Board members and the SOA staff for the efforts over the last year.

Keith Dawson thanked all for attending and closed the meeting.

Minutes of the Extraordinary General Meeting of Scottish Orienteering held online on 9th June 2025 at 7pm.

Attendees welcomed

Attendees: Richard Oxlade (RO), Ken McDonald, Patrick Bartlett, Nikki Howard, Tim O'Donoghue, Liz Orr (LO), David Kershaw, Katherine Ivory, Keith Dawson (KD) and Ross White

Apologies: Michael Atkinson, Tara Black, Brian Bullen, Paul Caban, Matthew Clark, Gordon Handy, Lindsey Knox, Andy Llewellyn, Kirsten Strain, Ian Turner, Lynne Walker

Proposals:

Proposal 1: Appoint Johnston Smillie Ltd as auditors for the year ended 31 December 2024. As noted at the last AGM, the accounts of SOA require an audit due to the impact of the World Orienteering Championships 2024. -Proposed LO, seconded KD

Proposal 2: Amend Article 11.1 to provide the AGM should be held before 30th September in each year. This change means that an AGM would be held within 9 months of the year end rather than the current 6 months and allows additional tie to allow an audit of the accounts. - Proposed KD, seconded RO

Proposal 3: Make minor updates to the Articles 11.6 to 16 as shown highlighted in proposed Articles issued with this EGM Booklet relating to the ability of the Board to appoint a Chief Executive Officer. These changes are required as the previous changes were found to not be fully effective. The effect of the revisions will mean that the Board have the option to appoint a Chief Executive Officer, who may or may not be a member of the Board, and the elected role of President is optional. - Proposed KD, seconded LO

Closure of the Meeting:

There being no further business, the meeting then closed.

Appendix 2: Annual Reports of Association Activities

Chair's Report—Richard Oxlade

Mention 2024 to many Scottish orienteers and the Sprint World Orienteering Championships in Edinburgh will probably spring to mind. The event welcomed 3000 spectators to a week of outstanding orienteering at different iconic venues across the city. Over 250 elite athletes from 45 countries competed together with ca. 1200 in the “WOC Tour” spectator races. As expected the Scottish Orienteering community made an incredible contribution to the event which proved to be a great showcase for the sport.

The event was organised by the Scottish Orienteering 6-Day Event Company which is 100% owned by the Scottish Orienteering Association. We had unwavering support from Event Scotland, Edinburgh City Council and British Orienteering but the event still wouldn't have been possible without financial support from Scottish Orienteering which the members agreed in 2023. This included the SOA paying the salary of the Assistant Event Coordinator and a grant of ca. £50,000 from the 6-Day company reserves. The SOA was also directly involved in the lead up to the event through the Orienteering Edinburgh activities which took place weekly, through work with British Orienteering on development during the event, and through SOA and 6-Day representation on the Steering Group.



Even without WOC 2024 was another busy year for the sport with 5 SOL events, 10 SOUL events and 6 Scottish Championship events covering the width and breadth of the country. Masterplan Adventure delivered another great Coast & Islands meet on the Kintyre peninsula. As usual these were high quality competitions that attracted competitors from far and wide, and on behalf of the members we would like to thank everyone in Scottish Orienteering for the enormous amount of work involved in putting them on. 2024 was a year off for the Scottish 6 Days but preparations start early and were particularly challenging with so many Scottish orienteers tied up in WOC. Five areas were selected on Royal Deeside from an initial list of twelve, and highlighted the increasing challenges with access even in areas that we know. Storm damage, nesting birds and landowners own plans all had an impact.

Chair's Report.....

Our staff team remained unchanged through the year under the leadership of Nikki Howard. A lot of work went into the development of the 2025-2029 strategic plan which is required every 4 years to secure funding from **sportscotland** which is primarily used for grass roots development. This funding primarily supports 2 development officers, Louise Adams & Heidi Ross, and Suzanne Robins-Bird, our Coaching & Volunteer Officer. It also contributed to the work of our Performance Manager Graham Gristwood who focused on developing young adults, and to governance.

Preparations for the introduction of the expanded PVG requirements under the Disclosure (Scotland) Act (which comes into effect from April 2025) and the adoption of SOA Safeguarding Policies led to increased training of Club Welfare Officers. The development officers worked to try and increase adult participation through development of a concept which could be used to attract adults into the sport in the run up to WOC. The Scottish Qualification Authority certified our Lead Coach qualification and development of courses to help clubs train volunteers such as the organisers and young organisers course continues.

Updating the strategic plan was an opportunity to revisit the strategy for Scottish orienteering in consultation with our members. Conscious of the challenges we have including adverse demographics, volunteer overload and access issues we shifted the emphasis to raising awareness of the sport, increasing participation, providing clearer development pathways, engagement with the Moving to Inclusion framework and providing robust support to clubs and members. Detailed plans were developed under 4 strategic themes:

- Changing Perceptions - to raise awareness of the sport amongst non-orienteers
- Engaging Experiences - focusing on the sporting and social experiences that attract and retain
- Lifelong Pathways - laying out pathways for recreational orienteers, volunteers and elites
- Foundations For Success - getting the basics right

To secure funding we have to meet a number of development targets. There is less emphasis on membership than there has been in the past but this is still a key indicator of the health of the sport and at the end of 2024 we had 1765 members for 2024 (1273 adults and 486 juniors) (SOA and/or BOF), broadly the same as in 2018, undimmed enthusiasm at an operational level, and robust finances.

As ever everything is possible with a strong board, a skilled professional

Chair's Report.....

staff team and a strong network of well governed clubs with committed and enthusiastic volunteers. While it is obvious that events and activities that we all value would not happen without committed volunteers it is often less obvious what would happen without leadership and coordination across the Scottish clubs. This is most visible during times of crisis e.g. during COVID when the SOA worked closely with sportscotland to get up and running again, and during 2023 when there was a funding challenge for WOC. The board plays a key role in this and board succession is a constant challenge owing to natural turnover. In 2024 Keith Dawson stood down as chair owing to other pressures and I agreed to stay in the board for a further year and took on the role. Ben Hartman also stood down as Finance Director after 6 years of outstanding commitment to the SOA, particularly as we navigated the challenges of COVID and then WOC. We are very grateful to both of them for generously giving their time and knowledge. We have been very fortunate that Pat Bartlett has taken over from Ben. We had also had a longstanding vacancy for a Marketing & Communications Director. Given our new strategy this is a critical role and we have been very fortunate that Katherine Ivory has taken on this role and is having a significant impact.

Although we were unable to find a replacement for the President role and still had vacancies for an Operations Director, Performance Director and Independent Director I believe we still had a strong board through 2024 with directors with great orienteering experience and diverse life experiences. Together with a developing staff team and the ever present support of enthusiastic and committed members and clubs we ended 2024 in a strong position from both an organisational and financial perspective.

Directors Reports

Operations Report

2024 was in many respects a normal year with clubs organizing 5 SOL events and 10 SOUL events during the year in addition to a full suite of championship events. Where as 2025 has seen thus far 2 SOL events and 5 SOUL events plus the 6 Days in Royal Deeside. As usual these were high quality competitions that often attracted competitors from south of the border and on behalf of the Board we would like to thank everyone in Scottish Orienteering for the enormous amount of work involved in planning and organising them.

Operations Report

We continued to progress with training for planners with Colin Eades and our Coaching and Volunteer Officer Suzanne Robins-Bird organising another successful set of on-line planning courses. . We continue to work towards a more transparent process for appointing controllers to national events but are very conscious that we need more newcomers. We are still seeking a controller advocate.

We continue to seek an Operations Director to support the strong staff and volunteer team.



Communications Report — Katherine Ivory

I joined the SOA Board as Marketing & Comms Director at the September 2024 EGM, having been appointed after a long period of vacancy of this role.

Communications and marketing are threads that run throughout the new SOA four-year strategy 2025-2029, underpinning work to develop and promote orienteering as a thriving sport for all.

The Monthly SOA Newsletter has continued to provide regular updates to members on orienteering in Scotland, supported by frequent news articles on the SOA website. A Content Calendar has been in development since the start of the year to help plan and manage a steady flow of time-appropriate content for members and wider interests, linked to the wider strategic context. Social media channels are in active use (particularly Facebook and Instagram), and are a useful way to promote orienteering activities and news, particularly via the weekly clubs' round-ups. The Club Despatches bulletin for committees is also issued regularly to share updates on work by the Staff team and important information for clubs.

Whilst the SCORE publication was valued by many, the limited resources currently available are not sufficient to reinstate a printed 'magazine'

Communications Report....

format - but any offers to support exploring an initiative of this nature would be very welcome so do get in touch.

The monthly online evening open sessions ('Community Conversations') have been continuing, providing space for members from across the clubs to come together and talk on a range of topics. The annual Club Networking Day in September continues to provide focused time and space for club members to come together to share ideas and experience. As part of wider governance work around policies, the Online and Social Media policy is being reviewed to ensure that it is up-to-date.

The Annual Plan identifies several areas for strategic work around communications and marketing. Work is underway to review the SOA website and identify sets of easily-implementable 'quick win' improvements (to make the most of very limited resources). Aspects of particular interest include supporting outreach to newcomers to orienteering and development work, alongside structural developments to streamline content and so help members/clubs find key resources more easily.

The 'Changing Perceptions' work strand of the new SOA Strategy recognises the need to improve the marketing of our sport to all non-orienteers and raise awareness of the opportunities in the sport. Work has started on developing new introductory materials that give an engaging and accessible overview of orienteering in Scotland (e.g., 'what is orienteering' and 'what next' signposting). These material will be tested with clubs before distributing for use, via clubs and other channels as useful.

The development staff have been rising to the challenge of engaging new audiences around orienteering with some new pilot initiatives e.g., the Adult Beginners days in Edinburgh and Aberdeen, and developing the approaches to marketing these, thinking about audience needs. This has led to the creation of a marketing checklist tool to help ensure all relevant channels have been covered (including collaborative working with local clubs), which will be a useful framework for developing future initiatives.

Many thanks to the staff team and others who have contributed content and support for communications and marketing activity this year.



Development Report — Mary Williams

Following the establishment of the new Scottish Orienteering Strategy and a review of implementing the strategy it was decided that the development officer roles would be split to allow focus on different aspects of the roles. Louise Adams our Lead Development Officer is focusing on supporting our clubs and been trying to meet and maintain contact with the clubs. Heidi Ross is now leading on outreach to non orienteers.

Changing Perceptions

Understanding that we have to build on the knowledge and understanding of the sport, the development team have been building contacts within the teacher training institutions around Scotland. Taster sessions have been delivered in Aberdeen and Edinburgh to trainee teachers with Introductory training sessions having been delivered in Edinburgh. Taster sessions are planned with other training institutions with CPD and other taster sessions are being held with school/ outdoor education/ active school partners as well as promoting the sport at the Scottish Association of Teachers of Physical Education) conference.

In the run up to the Scottish 6 Days the development team also worked with the local clubs (GRAMP and MAROC) to reach out to deliver introduction to orienteering courses for teachers, outdoor education instructors and scouts and the clubs were provided with support to promote the sport.

Engaging Experiences

Building from previous activities the SOA has run a series of linked family coaching sessions in Dundee and Come and Try it events in Cuningar which promoted local clubs and led into local club events.

The taster session held by GRAMP in the spring which led into the GRAMP Summer series was supported together with support for the MAROC Development officer.

Building on the feedback that there is a gap in providing training aimed at adults the development team held the first (of hopefully many) beginners day at Cammo in August 2025. This had 8 attendees and the feedback for the day was very positive. There are plans for another beginners day in Aberdeen to follow on from the taster session held in the spring.



Development Report.....

Lifelong Pathways

Young People

Having again gathered feedback from the SOA juniors at the Junior Interarea weekend in October 2024 (where juniors from all three SOA regions come together) the development team have been working on their suggested initiatives including: junior hang out at events, more training opportunities and more social opportunities. This year there has been a Junior tent at SOLs, more training opportunities (particularly for those in the East Area) and a junior social at the Scottish Champs. We are hopeful that North Area junior training can be facilitated with dates already having been suggested and some more.

Scottish and British Schools Events are being supported and young leaders qualifications for planning, organizing and coaching are being delivered.

Students

The development team continue to support the existing University Clubs (Aberdeen, Edinburgh and Stirling) and are hopeful that the Glasgow University club can be re-established. Coaching and controllers courses are being delivered at times which are judged to be best timed for students.

Training Courses

A regular programme of courses is now being run to make the training opportunities more predictable and are normally hung around the quieter times of year for events.

The coaching courses for Lead Coach and Club Coach have now been accredited by the SQA and are running alongside the Foundation (for orienteers) and Introduction to Orienteering Courses (for non orienteers).

Planning, event safety workshops and controlling course are well established but this year has seen the deliver of mentoring and organiser workshops as well as first aid courses.

Foundations for Success

Through the SOA Development Fund awards have been made to CLYDE, ECKO, ESOC, GRAMP, INT, INVOC, MAROC and TAY to support grass roots development by clubs.

Safety and Policies Report — Tim O'Donoghue

WOC24

The major safety challenge around orienteering in Scotland in 2024 was WOC24, with competitors moving at speed through the centre of Edinburgh. Careful planning combined with recruitment of 400+ skilled volunteers combined to deliver an excellent and safe world championships, with no major injuries recorded.

Covid-19

The Covid -19 requirement that anyone who currently has Covid-19 needs to stay away from events and activities remains in place.

Safeguarding

The new SOA policies on Safeguarding of children and Safeguarding of Vulnerable Adults were issued in early 2024. The procedures regarding safeguarding relating to volunteers, training and accommodation involving children were codified and were published in late August. The policies can be found on the SOA website under Resources/SOA Policies and Documents/Safeguarding-protection-welfare.

Reporting of injuries, incidents and learning events

It has been a quiet year for reporting of injuries- even quieter than 2023. The two injuries reported during the year both involved visits to hospital. No incidents or illnesses were reported in 2024. While there is an assumption that injury reporting is performed by Event Organisers there is no restriction on other people (including the injured parties) entering reports

British Orienteering have modified their injury reporting system and it is accessed online. Given that British Orienteering do not make even anonymised data available, the SOA system will remain in place so that SOA is aware of injuries, illnesses and incidents that occur in Scotland.

Welfare Report — Kenneth McDonald

The Board remains committed to embedding inclusion as a core principle across all areas of SOA's work. This aligns with **sportscotland's** strategic goal of improving the health and wellbeing of the Scottish population through active participation in sport.

Welfare Report

In 2024, we were assigned a professional mentor to support us through the four year *Moving to Inclusion* programme. This initiative will help embed best practices and foster an inclusive culture within our sport. We began with a reflective review involving a small group of stakeholders—including members, staff, and Board representatives—which will serve as the foundation for reviewing and developing our equality, diversity, and inclusion (EDI) policies and practices.

Over the past year, we have conducted a comprehensive review of our policies, including those relating to the safeguarding of children and young people. In collaboration with Children 1st, Scotland's national children's charity, we have started work on broader implementation and communication of these policies across the orienteering community.

In April, significant changes to Scotland's Protecting Vulnerable Groups (PVG) legislation were introduced. These changes expanded the range of volunteers and staff required to join the PVG scheme. To support this transition, guidance and resources have been provided to Club Welfare Officers.

Appendix 3: Finance Report — Pat Barlett

(All numbers quoted in this report are subject to final audit sign-off. Accounts will be shared on the website ahead of the AGM once the audit is completed.)

During 2023 and 2024 the major financial focus for both the SOA and the Scottish Orienteering 6-Day Event Company (S6D Co) was WOC 24. We are pleased to report that WOC 24 was delivered in line with the agreed revised budget. This successful delivery has removed a significant financial risk.

As a result of WOC 24 the income of the SOA and the S6D Co combined was greater than £0.5m in 2024. As a result, under Scottish law, we are required to present SOA consolidated accounts (that is accounts which include the results of both the SOA and the S6D Co, which is a wholly owned subsidiary of the SOA), and for the first time the 2024 accounts have been subject to audit which provides a higher level of assurance than the previous independent examination but which also gives rise to a significant additional cost. In preparing the 2024 accounts it was noted that the consolidation income of the SOA was also greater than £0.5m in 2023 and further details are provided in Note 15 of the financial statements.

Under the revised budget for WOC 24, all partners in the event - Event Scotland, City of Edinburgh Council, the S6D Co, SOA and BOF - committed additional funding to the event. As discussed further below, this funding to WOC 24 is the primary reason for the SOA accounts showing a consolidated deficit of £79,137. The reserves of the SOA and the S6D Co remain healthy despite this commitment to WOC 24.

Looking ahead we expect the SOA to have a small deficit (on a Company only basis) in 2025, which can be met from unrestricted reserves, before returning to a break even position in the medium term. The Royal Deeside 2025 6 Day Event was successfully delivered by the S6D Co in August 2025 broadly in line with the budget, enabling the S6D Co to maintain grant funding to the SOA in 2025 and 2026.

Income and Expenditure

For the year to 31 December 2024, the SOA's consolidated total income was £937,494 (2023 £549,570) and expenditure was £1,016,631 (2023 £413,699), giving a deficit £79,137 (2023 surplus of £135,871). The deficit comprised £56,207 related to unrestricted funds, which primarily reflects the investment of the SOA and S6D Co in WOC 24, and £22,930 related to restricted funds reflecting planned reduction in Junior and Senior Squad Funds. The surplus in 2023 primarily reflects the surplus from the successful Moray 2023 6 Day Event. The

Finance Report

significantly higher income and expenditure in 2024, with expenditure over £1m, reflects the scale of WOC 24.

The largest source of consolidated income in 2024 was grant funding for WOC 24 from Event Scotland and the City of Edinburgh Council of £420,000. Additional grant funding from these bodies of £80,000 was recognised in earlier accounting periods. Other income in 2024 relating to WOC 24, including the spectator event WOC Tour, was c£300,000. The largest area of expenditure was c£760,000 relating to WOC 24 with c£90,000 of additional expenditure incurred in earlier accounting periods.

On a Company only basis SOA's income was £274,092 (2023: £236,670) and expenditure was £302,649 (2023: £208,583) giving a deficit of £28,557. This comprises a deficit on unrestricted funds of £5,627 and the deficit on restricted funds of £22,930 discussed above.

The largest source of SOA Company income in 2024 was grant funding from **sportscotland** of £117,271 (2023: £110,638) which is primarily restricted to development of the sport. Funding from the S6D Co was £64,204 (2023: £44,997) of which £42,000 (2023: £42,000) was grant funding and £22,204 (2023: £2,997) related to S6D Co related costs incurred by SOA and recharged. ScotJOS raised £45,546 (2023: £23,985) in 2024 to run their programme of training and competitions, which was higher than 2023 due to an overseas tour.

As in 2023, the largest areas of expenditure in 2024 were professional staff costs - £142,330 (2023: £134,319) followed by ScotJOS at £55,258 (2023: £25,917). In 2024 SOA also incurred expenditure of £55,012 relating to WOC 24 including the audit fee of £18,000 and funding of the WOC Assistant Event Director.

Reserves and Reserves Policy

At the end of 2024 the SOA's total Company reserves amounted to £251,918 (2023: £280,475), of which £95,321 (2023: £115,251) was held in restricted reserves (those funds that must be used for a specified purpose) and £156,597 (2023: £165,224) in unrestricted reserves, which may be used for any purpose in support of the SOA's objectives.

The largest restricted funds relate to **sportscotland** £53,764 (2023: £53,996) and ScotJOS £37,421 (2023: £47,133). The level of reserves in **sportscotland** restricted funds is primarily a matter of timing as **sportscotland** operate on an April - March financial year, meaning a quarter of the annual grant (c£30,000) is held in SOA reserves at our year end to cover expenditure in the following January - March.

Finance Report

In addition we consider that funds could be required in relation to unbudgeted essential investment, for example in relation to cyber security (an Asset Replacement Reserve). Currently the Asset Replacement Reserve is set at £5,000, giving a total financial reserve of £95,000.

The table below summarises the reserves position:

	Balance at 31 December 2024
Total Company reserves per the financial statements	£251,918
Less: restricted reserves	(£95,321)
Unrestricted reserves	£156,597
Less: Fixed assets and stock per the financial statements	(£5,126)
Available reserves per SOA policy	£151,471
Financial reserve required per SOA policy	£95,000
Headroom of available reserves at 31 December 2024	£56,471

The headroom over financial reserves required is reduced from c£75,000 reported in the prior year accounts following WOC 24. The headroom will be used to finance the expected small deficit in 2025 and will provide flexibility and contingency over the 2025 to 2029 plan period.

The reserves discussed above are for the SOA Company. In addition the S6D Co retains reserves to allow the organisation of the 6 Day event. The reserves threshold is currently set at £100,000.

Proposals for 2026 membership fees and levy rates

As set out in the Proposals section of this AGM, we are proposing:

- No change to membership fees for 2026. An increase is likely to be proposed at next year's AGM.
- An increase in the event levy rate to £1.25 for adults and £0.50 for juniors (from 1 January 2026), from the current rate of £1 for adults and £0.40 for juniors. There is no proposed change in the criteria for when an SOA event levy will apply - keeping this at regional events and above, and events where the entry fee for (BOF member) seniors is >£10.

SOA membership fees and levies are an important contributor to unrestricted funds, together with income from the Scottish 6 Days. Unrestricted funds support the staff costs of the COO, the Event

Finance Report

Manager role (which supports the coordination of major events including the Scottish 6 Days), and the Administration Assistant; together with insurance, governance, communication and event non-staff costs. These roles are critical to supporting governance, safeguarding and event coordination in Scotland. Rigorous governance and safeguarding procedures are a requirement for **sportscotland** funding of our development and coaching staff, and for the reputation of the sport in Scotland.

Last year we held membership fees and levy costs, but this is not sustainable in the longer term due to the impact of inflation on our costs. For 2026 we are proposing no change to membership fees but an increase in levy rates (which have been held at the same rate for many years).

Membership fees are expected to contribute c£16,000 to the SOA in 2025. We are not proposing to increase membership fees for 2026 (which were last changed at the 2022 AGM) as:

- There is a risk that this results in consolidated SOA income for 2025 being higher than £500,000 which would lead to higher audit costs (c£20,000 higher costs). Due to the way we account for membership fees (we account for them when the member pays/renews) this change would impact 2025 as well as future years.
- We are forecasting only a small deficit for 2025, which can be met from unrestricted reserves.

We do, however, expect that an increase will be required for 2027 at next year's AGM.

Event levies are expected to contribute c£8,000 to the SOA in 2025. We are proposing an increase in levy rates from the current £1 for adults and £0.40 for juniors, to £1.25 for adults and £0.50 for juniors in 2026. We are proposing that levies continue to apply to regional events and above, and events with a senior entry fee of greater than £10. This change will increase SOA income from levies by c£2,000. We recognise that events are also subject to increasing BOF levy rates, but we do not consider this increase to be significant in the context of typical entry fees for regional events and above, and consider this the best way at this point to raise increased unrestricted funds.

Appendix 4: Scottish 6 Days Report



Scottish Orienteering 6-Day Event Co Ltd Report 2023 – submitted on behalf of Scottish Orienteering 6-Day Event Co Ltd by Dave Kershaw

The highlight of the period to 31 December 2024 were the Sprint World Orienteering Championships (“WOC”) that we hosted, alongside the WOC Tour events, in Edinburgh in the summer of 2024. The championships were well attended by competing nations, Tour participants and spectators alike. The quality of the courses, and racing, across venues all over Edinburgh were excellent and appreciated by the International Orienteering Federation and the vast majority of feedback that we received.

Undertaking WOC was fraught with challenges, particularly given the complexities of holding the events in a busy major city in the height of the tourist season. We are especially indebted to our various major partners - Event Scotland, City of Edinburgh Council, British Orienteering and our own parent company, Scottish Orienteering Association - whose strategic and operating inputs, as well as financial support, were invaluable. We are also hugely grateful to all the volunteers, from across the Scottish and wider UK Orienteering community, who helped officiate, coordinate, organise and support the championships and the Tour.

We are delighted that the success of WOC has been recognised the shortlist in the national category of ‘Outstanding Sporting Event’ for VisitScotland’s annual Scottish Thistle Awards - the winner of which will be announced in November 2025.

The latter part of 2024 and 2025 thus far was taken up with organising and preparing for Royal Deeside 2025.

The 25th staging of the Scottish 6-Day event, Royal Deeside 2025, took place in summer 2025. The event was overseen by a Central Organising Team, capably chaired by Richard Oxlade as Coordinator and with Nic Crossley as Assistant Coordinator.

Scottish 6 Days Report

Royal Deeside provided some wonderful settings each day of Royal Deeside 2025 - the view of Glen Fearder from the walk to the starts was stunning. Unfortunately beautiful highland scenery also has it's downsides and heather, bracken and tussocks featured in many discussions.

Looking ahead, we are pleased to announce that the next 6-days will take place from 1st to 6th August 2027 in Perthshire based on Aberfeldy and looking even further ahead and subject to getting permissions in place, we hope to go back to SW Scotland in 2029 for the first time in over 30 years.



Appendix 5: Proposals

In terms of the reasoning outlined in the Finance Report contained in Appendix 3

1. Proposal that there be no change to membership fees for 2026, keeping them at £12 for adults, £2 for juniors, young adults and students and £26 for families.
2. Proposal that there be an increase in the event levy rate to £1.25 for adults and £0.50 for juniors (from 1 January 2026), from the current rate of £1 for adults and £0.40 for juniors. There is no proposed change in the criteria for when an SOA event levy will apply - keeping this at regional events and above, and events where the entry fee for (BOF member) seniors is >£10.

Appendix 6: Appointment of Auditors

Proposal from the SOA Board to reappoint Johnston Smillie Ltd as auditors for the year ended 31 December 2025.

Appendix 7: Nominations for Director

List of applications submitted for consideration:

Chair	Jonathan Molloy FVO
Secretary	Still seeking nominations
Operations	Still seeking nominations
Development	Mary Williams ESOC
Youth Director	Mairi Eades INT
Performance	Andy Kitchen INT

Applicants Support Information:



Jonathan Molloy—FVO

I have been a member of FVO for almost 30 years. I have been fortunate to attend orienteering events all over the UK and Europe with my family, as both a participant and spectator. I have helped to organise major events and jointly ran the WOC Office at WOC 2024. Professionally, I had a 30-year commercial career, latterly as a school Bursar. I subsequently retrained and now run my own piano tuning business. I have served as a board member and chair of several charities, including the Independent Schools' Bursars Association and Aban Outdoor Ltd. I joined the board of the Scottish Six Days Company earlier this year. I know that orienteering depends on volunteers and I am keen to give back to the sport that I love by serving on the SOA board.



Mary Williams—ESOC

Seeking re-election as Development Director



Mairi Eades

Seeking re-election as Youth Director



Andy Kitchin INT

Andy Kitchin has been involved in the performance side of orienteering for over 40 years.

In the past he has been a member of the British Junior and Senior Squads and has represented GB many times internationally including World Cups and World Championships. Andy has been a member of SOA since moving to Scotland in the 1980s and has represented Scotland since then. He has been involved with SEDS first as an athlete and later as SEDS manager in the early 2000s. Following a break from orienteering Andy has returned to the sport in recent years and become involved with the British Senior Team as both coach and team manager, he is also personal coach to a number of Scottish orienteers. Andy's long and ongoing involvement in performance orienteering means he is well placed to understand the training and development needs of squads and athletes so they can compete to the best of their abilities. Andy Kitchin was co-opted on the Board in August 2025.

We welcome any expressions of interest for the position of Operations Director. Applications are open until the 15th September. Interested parties are invited to submit a note of interest or send in an application which outlines their suitability for the position by email or in writing. Email correspondence can be sent to nikki@scottish-orienteering.org or alternatively written applications should be sent to Nikki Howard, Scottish Orienteering, Glenmore Lodge, Aviemore. PH22 1QZ. Role outlines are available from the Scottish Orienteering website.

Voting for the positions of Chair, Secretary, Operations Director, Development Director, Youth Director and Performance Director will happen at the AGM on 22nd September. In the event of someone seeking nomination for Operations Director an updated online proxy voting form will be circulated after 15th September and will be accepted until 21st September.

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 Chair of the Meeting or (print name and address of proxy in the box below - if blank or invalid, the Chair 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 22nd September 2025 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 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.

No.		For	Against
1	Proposal for no change in membership fees in 2026 (Ref: Appendix 5)		
2	Proposal for an increase in the event levy rate to £1.25 for adults and £0.50 for juniors (from 1 January 2026), from the current rate of £1 for adults and £0.40 for juniors (Ref: Appendix 5)		
3	Proposal from the SOA Board to reappoint Johnston Smillie Ltd as auditors for the year ended 31 December 2025. (Ref: Appendix 6)		
4	That Jonathan Molloy be formally appointed as Chair (Ref: Appendix (Ref: Appendix 7)		
5	That Mary Williams be formally appointed as Development Director (Ref: Appendix 7)		
6	That Mairi Eades be formally appointed as Youth Director (Ref: Appendix 7)		
7	That Andy Kitchin be formally appointed as Performance Director (Ref: Appendix 7)		

Member signature

Member Name (Capital letters)

Date

NOTES

- 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). Online proxy voting forms will be accepted until and including 21st September 2025.
- 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.
- 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 Young Adult Members shall each have one vote,
- Individual Junior Members 16 years of age or older shall each have one vote,
- Each individual within the Family category aged 16 or older shall have voting rights of one vote (in terms of EGM held on 30th October 2023),
- Honorary members shall have no voting rights,
- Groups shall have no voting rights and,
- Clubs shall have no voting rights