

14 Nov 23

See Distribution



**RECORD OF DECISIONS – AOA EXECUTIVE COMMITTEE MEETING
HELD ON TEAMS 9 NOV 23**

Present	Col Michael Cooke Col Lucy Giles Col James Rhodes Lt Col Robert Ashton Lt Col Richard Mawer Maj Paul L’Estrange Maj Richard Barrett WO1 John Leddy WO1 Mark Robson WO2 Des Dickinson Maj (Retd) Colin Dickson Maj (Retd) Allan Farrington Mr Phill Batts	BAOC Chairman UKAF Orienteering AOA President (RLC Chairman) Men’s Team AOA/MLS Chairman MLNI Chairman/Courses Officer RLC Sec AOA Treasurer AOA Sec MLS Sec AOA Mapping Adviser AOA Tech Adviser AOA Coach Educator/MLN Advisor	MC LG JR RA RM PLE RB JL MR DD CD AF PB
Apologies	nil		

	Action
<p>Item 1 – Welcome</p> <p>1. The President and Chairman welcomed and thanked all for their time. The President passed on his condolences to Tom for the passing of Julie, and thanked those who will attend at the funeral. JR offered himself as a sounding board while he is in the role. The AOA has three spaces at the Sports Awards this year, there was a nomination for the Lifetime Achievement award for SSgt Calvin Routledge, unfortunately did not make the short list. In the margins, the President will try to garner senior officer influence with CEO Army Sport in a few respects: recognition outwith the CoC, Longmoor Building 25, and Army team strip funding.</p> <p>Item 2 – Actions from previous meeting</p> <p>2. Due to time, items from the previous meeting had been overtaken by events and will be revisited here if still current.</p> <p>Item 3 – AOA, NGB and Army Sport compliance.</p> <p>3. <u>AOA Implementation/TRA</u>. The AOM impacted where the AOA fits, the UIN for IMT funding is currently sitting in AHQ – D Futures. Due to the changes D Futures may not be the appropriate place for AOA IMT funding to sit. Ongoing work strand. MR discussing with Budget Holder.</p> <p>ACTION: AOA Chair/Sec to follow-up.</p> <p>4. <u>DIN Updates</u>. Currently in the process of being updated. Awaiting confirmation on Army Team Exercises, requires some Army Sport engagement, other updates include mapping and coaching updates; AOA badge requires update; we can use the Lockup for BAU. Chairman is conscious that it has been a long time since the DIN has been updated.</p> <p>ACTION: AOA Chair/Sec to update and re-publish DIN.</p>	<p>RM/MR</p> <p>RM/MR</p>

	Action
<p>5. <u>Safeguarding Ph1/2 Trainees, RMAS/UOTC</u>. Safeguarding, when conducting courses or competitions with the cadets/vulnerable adults, safeguarding in place and appropriate risk assessments in place, recommendation is for the instructors/units to ensure these are in place. PB commented that the Unit staff from the Ph1 unit accompanied and provided resources.</p>	All
<p>6. <u>Sponsorship</u>. Currently the AOA is not sponsored, if sponsorship is something to engage with then we can approach Army Sport.</p>	
<p>7. <u>WBGT/Heat Injury</u>. Ongoing hot topic area. League and event organisers to be cognisant of the the policy (also on BAOC.info). We can operate safely and continue to do good due diligence and management. We have included element on racesignup to remind that the mandatory training is required for SP. Organisers are to look at the conditions and use tools available, WBGT is part of the mitigation. The Sec mentioned about using a Gym close to locations to provide indications of WBGT if organiser cannot obtain one from their Unit PTIs. DD Mentioned that the risk assessments require the appropriate competency on JPA for Risk Assessments; DD doesn't, however, in the interim as long as if AOA states competent (ACSO 1200) then that would be sufficient, one to be aware of for any other organiser.</p>	All
<p>ACTION: Requirement to be scoped for Risk Assessor Course, engagement with TRA. Organisers are to satisfy themselves that they are compliant.</p>	RM/MR
<p>8. <u>Army Sport Sports Statistics</u>. Army Sport have stated that the sports data capture is not required for training your 22/23. No further action until further direction from Army Sport.</p>	
<p>Item 4 – Finances</p>	
<p>9. <u>AOA Public Fund Update</u>. The AOA Sec provided an update on the outturn for the ongoing contract with EMIT UK to provide training and advisory services to the AOA. 60% through the contract in duration, and 55% through the ABL. For this FY, at 50% for annual limit. 142 days remaining in the estimate for AOA activity. The contract is output based and can be flexed to deliver the courses we require. We are on track for the budget.</p>	
<p>10. <u>AOA Funding</u>. DD and AF have mentioned about AOA funding. For income generation the AOA would need to put on events; we will look into how we fund the Army Team moving forwards. RM: in the past AOA had ability to generate funds by running events, this has changed over time, the requirement to field Army team remains, this is the issue, how do we finance the activity? Good opportunity to engage with Army Sports to cover some of the expense. We would need to take a bit of pressure off the leagues supporting Army level expenditure. JL: at moment activity funded from Service NPF from AOA Levy, which is predominantly used for the AOA insurance, RM a good time to engage and request support form Army Sports. JR: good case to go for, should be publicly funded.</p>	JR RM MR
<p>ACTION: RM JR MR to assess Operating Grant possibility with Army Sport for Army Level Orienteering. Afternote: There is an opportunity to secure funding for Army Team equipment through Army Sport which requires a BC rather than the full Op Grant.</p>	
<p>11. <u>AOA Non-Public Fund Update</u>. The Treasurer provided an update to the NPF. FY 22/23: Deficit due to transfer of funds between Upavon (MLS) and Aldershot (AOA) Budget Managers, sorted in April. Main items: DIO payment of £16,775 (up £3.5k from last year), Insurance increased greatly by £2,000 last year, interesting to</p>	

	Action
<p>see what it will be in January for renewal. Current bank position: no debtors due, creditors owing to DIO for the Levy amount Jul – Sep 23. Insurance premium due for renewal. One to consider, MLS was informed that it can no longer run SNPF at Upavon as accounts are not related to the station and is required to move MLS moving to Civilian Bank Account. JL not yet notified for AOA SNPF held at Aldershot Garrison, we may be asked to move to Civilian Account (LG commented that UKAF Oing uses Metro Bank; JR: RLC Oing also directed to transition to civilian bank account). Potential move will be up to successor as JL is leaving the Army from 2024. One officer expressed interest, Maj Ben Moorehouse, currently on leave and moving to Germany for the new role, will reengage when in new post.</p>	JL
<p>12. <u>Expression of thanks.</u> The AOA Chairman expressed his thanks the Treasurer for the good work over the many years covering the treasurer role.</p>	
<p>Item 5 – Licencing, Insurance and Access</p>	
<p>13. <u>DIO Licence Renewal.</u> The Chairman provided an update on the DIO Licence. Licence renewed earlier this year, licence to allow civilians to take part in our activities on the DTE, licence now sees us out to 31 Jan 26; managed to get alterations: Civilian Levy fixed at £2.50 per event per civilian, have exemption for charge for Armed Forces Veterans, this has been well received; Northern Ireland added to licence. A good outcome, set for 3 years.</p>	AF
<p>14. <u>Third Party Liability Insurance.</u> The AOA Tech Advisor commented that the quote is received in December, will see what the insurer will come up with, looking at alternatives if the value goes up too much.</p>	
<p>Action: AF to provide update to the Exec Cttee when quote is received.</p>	ML Secs
<p>15. <u>BAMS Priority.</u> The Sec commented on the communications with DIO STM for the League Event priority as agreed at Priority 16 (Stage 3); although classed as IMT (Stage 2, Priority 12), there is a civilian income element which DIO take into consideration. This does not impact courses booked for the Training Courses which have a higher priority (Stage 1 Bid).</p>	
<p>16. <u>Natural England Consent.</u> RM provided an update on context, areas in DTE are designated SSSI and provisions under NE, there was a point where Landmarc required us to negotiate access from NE prior to events which require notice. Trg Mgs should know peculiarities of their areas, if required to adjust our activity then we can avoid areas requiring protection. DD: NE consent requires 3 months in advance, SOs for most areas state are SSSI; SOs don't cover all protections NE requires. DIO are looking from civilian organisation side, we are conducting IMT. JR: conducting Military Trg and Civilians invited, as IMT we can conduct orienteering. If any further issues inform JR. DD has email for DIO ecology team if any issues.</p>	
<p>Item 6 – AOA Technical Advisor Update</p>	
<p>17. Longmoor has opened-up again, looking to move AIU back to Longmoor in May if Colin and crew can do AIU again in Longmoor. Courses are booked in for March. AF: Proposal that we get numbers attending on courses up. Problem is people are booking but not attending, should we consider a 3-day basic course, ending on Wednesday to try and improve attendance? Tasters at garrisons/Units are on the backburner. Everything ticking over ICs going ahead, nights at Pirbright, same with SN on Sunday.</p>	
<p>Item 7 – Courses/Coaching</p>	

	Action
<p>18. <u>Courses Officer</u>. Huge thank you to Phill Batts for comprehensive second handover and assistance in bridging the gaps. PLE is projecting course dates out to March 25. In overall approach to courses, numbers have been low. 7 on Sep 23 course. Originally 20 people loaded in 2-3 weeks prior. Nov 23 Course 10 people were loaded and 6 turned up. Very limited take up for Intermediate course, not viable to run it; the promotion of progression courses out to Mil leagues would be useful.</p> <p>19. ASPT looking to understand why the drop in lead-up to the course. PLE does not think it is length of course. More fundamental question is how information is getting to individuals. Spoken to 38X on advisory visit, they are fixed on Def Connect to communicate; there is a larger part of PT Staff, Sports officer, Orienteering Officers within Units to communicate these courses. About word-of-mouth and people promoting courses in units, open to suggestions and ideas, thinks that there are flaws in ASPT Course booking system and need for details of 2ICs and Trg Offrs, CoC approval to apply for the course and obtain time off, does not happen with sports courses.</p> <p>20. LG suggested QR codes in Soldier Magazine and use of social media. For course length it is driven by course content and the syllabus, so could possibly do some online before practical. (AOA Sec comment: is there any COVID online course content that could be used?)</p> <p>21. Timing of courses, traditionally we would conduct 5 basic skills across year, Jan Mar May Sep Nov...3 ASPT, 2 AOA courses. As so low, plan is not to not run Jan course. Try to fill Mar Course, plan for a condensed course Mon to Wed prior to Inter Unit Champs in May. Sep Course planned to run 1 week earlier to attract OTCs prior to entering recruiting phase, and prior to university students going to university. Nov Course we need to look to have course running week immediately prior to Inter Corps, potentially to move IC dates, appetite from infantry to attend, gap puts people off...Ideal would be to have a week of trg then go into competitions.</p> <p>22. RM: lots to mull over, course duration is to agree that not length of course, more CoC commitment, carry on with investigation and come back with proposals.</p> <p>ACTION: Courses Offr to come back with proposals for improvements in course attendance following ASPT investigation.</p> <p>23. <u>Building 25</u>. Bldg 25 AF and PLE to run eye over antiquated equipment, it would be good to source funding equipment to upgrade IT Audio visual. MR: with equipment going out, would need to find out if it is held on an ET, AOA does not hold ET, equipment may have been purchased through Public Funds/provided by Longmoor. There is element within budget to purchase replacement Audio/Visual equipment, would need to review budget against proposals.</p> <p>ACTION: Any requests for equipment are to be provided to the AOA Sec in the first instance. JR/MR to review impact of ET/accounting for equipment for the AOA.</p> <p>24. AF commented on Inter Corps as booked into Altcar 23/24 Nov 24. if looking then discuss with Altcar. Subsidiary question, proven concept of delivering course elsewhere, possibly run course in alternative location. PB: be cautious with the utilisation of range complexes across UK, not sure we would find that much of a window to extend/move it without causing issues.</p> <p>25. IC and AIU Dates are key for the Courses Officer for the booking of future courses. The dates for the AIU are dependent on discussion and access with Longmoor.</p>	<p>PLE</p> <p>PLE</p>

	Action
<p>ACTION: Courses Officer to discuss with Longmoor to scope/agree dates.</p> <p>26. <u>OCAD Mapping Courses</u>. PB: run OCAD map making course using new version of software to support mainly to MLS, since run no further requests for another course, if there is sufficient interest to run course again (min 4 pax). Being able to map in field with a tablet so we can continue to do that.</p> <p>27. <u>Coaching Courses</u>. BO have finished consultation on current coaching set-up and a new array of coaching qualifications and standards are being devised at the moment. So even if we have good interest it would not good time to run a course. We have been using Scottish Orienteering lately and they are diverging away from BO, so probably not want put on a course until next summer until after the review.</p>	PB
<p>ACTION: Coach Educator to provide an update following results of the BO consultation/review.</p> <p>28. <u>AOA Coaching Officer role</u>. MR: within flex of contract we can support a role to support Coaches. AF: PB used to support and PLE in NI, relying on small group to coach, proactive in getting help to coach and getting qualifies. PLE is Courses Officer, not there in coaching officer role. We would require a mentor to coaches and looking for new talent. PB: always rely on CD for candidates from MLS, appreciate need to get potential people qualified; we will find that what Clubs offering will be doing similar and waiting for results of BO review and what it would deliver in practice. We can put together upskilling plan for potential volunteers, provided they are mentored and looked after. We can decide if they require L2 coaching to be coaching assistants. AF can rope in other experienced volunteers, if can lay hands on of those if available. Is the AOA happy if AF can look around to see if anyone can help out? PB: recommend Carol Lovegrove for the role.</p> <p>29. RM: AOA happy for AF to tease out further and talk in margins to take forward.</p>	AF
<p>Item 8 – Mapping Update</p>	
<p>30. The Mapping Officer provided a mapping update. Maps kept up to date, recently after the last mapping course using the new software with new people to Lidar Maps and geo-referenced newest spec possible; one challenge is that lidar-ing maps is brilliant pictures, however not all doing quality work on the ground, for example with re-entrants/gullys, requires attention to detail. Mapping Budget is fine, looking forward to a ‘new year’ with new mappers and with new people wanting to do more smaller elements of mapping. Those who are mappers will continue for a while yet.</p>	
<p>Item 9 – AOA Sponsored Competitions</p>	
<p>31. <u>Future Allocations</u>. The DIN Future allocations have been rolled on and DIN annex is attached for information. If there are any observations, please inform Sec.</p> <p>32. <u>Inter Units Corps 23</u>. AF: RB has all in hand dealing with SN on day event, AOA running night event with SN planning and controlling, issues with availability of areas, hoping Congo Stream will be cleared, there are alternative plans in place. JR: RB on call, we had team meeting last night – in a good place. RB: to reiterate for next year in Altcar, RB had not realised how much work is involved to secure Aldershot camp, this has been reflected in work for Pirbright, there is a significant amount of work holding events inside the wire, in range areas/inside camps. One to bear in mind for future events.</p> <p>33. <u>Increasing Participation – Inter Corps</u>. RM: now is opportunity to look at the format, if want to tweak/change look to get in the DIN for next year. This competition</p>	

	Action
<p>has been evolving over time since joining Inter Corps with the Individual champs, workable format this year. Do we need to consider Short Category and perhaps equity between categories and format for women/men? Chairman invited opportunity to tweak:</p> <ul style="list-style-type: none"> a. RB: Format fantastic, best comp that we have, are we bending out of shape not running in the appropriate civilian course? Consider having 2/3 individuals running on class for their age group. Need to have Women's short, to reflect Senior Short, which could be agnostic? We are asking civilian planners to facilitate two parallel courses (part due to start time availability). Cohort M21 – M40 who don't run in their class. The 4th 5th man run longer. It makes it tricky dealing with planners/controllers who don't have same understanding of what we are doing. RM: For the Indiv Champs these would need to run in the same course. AF: On long course on night, only take best 4, if split like this then we would need to consider splitting e.g. best 2 of 3. b. RA: disagree if want to maximise participation keep format as simple as possible. Indication of as why we struggle for numbers. A team of 6 is a challenge in-itself. RA hears point of running in class - RA is not competitive in Southern Night champs, but for the Inter Corps he is happy to forego that, appreciate others might not. The easier you can make it notwithstanding keeping it competitive, the more people you will get competing. c. RM: Short Category – wonder if we make it agnostic; at moment have Mens Category, make mixed teams, that would address the point of no short category for women. DD: in the past, have put in mixed teams as unable to fill a men's team. The short can be mixed, unless if fielding a complete women's team. d. AF: Historically the problem with Women's team have been a lot of inexperienced runners to made up for numbers for an experienced course, which is why there was a separate course. We want to encourage more to take part. Nothing saying that we can have one course for Mens Short and Women's competition. MR: Women's long run on the short event, so if short women competing in the mixed short would run on the Women's long. RM: that's good for the Women's team as all eligible for individual competition. e. LG: it is difficult one as we are trying to do lots over this weekend, also running alongside for efficiency a civilian event, trade-offs would be required. When combining the two events the Cttee of the day were grappling with issue then to work out the compromise. The way it has been run over the years has felt ok; challenge is with the night event as it is the only one we do, there is a safety risk as well, need to be realistic about the competency level to be borne in mind. As conflating with Inter Corps Scores, we need to look at where we are running people. There isn't the night champs are completely standalone and don't compete in the inter coprs. It does make sense to have the shorter courses for the women. It does feel about right; needs to be aligned to day courses to have shorter courses for women. 	

	Action
<p>f. RM – to have short category for women, green by night, blue by day. If a shorter category, then will need more organisation. LG: Conflated Army Indiv Champs for night with Inter Corps age group prizes for both and amalgam for teams score which may not be running against optimal age group or ability. RM: radical proposal to dispense with Men’s Short and just have a Men’s Long, Women’s Long and Team Short. It then removes different competition men/women if we dispense with short category for men? DD: for Women’s team when organising for Corps have only managed to put out a team once, most can only put out one Women’s team. Keep a Short, but do we have gender agnostic course for Short?</p> <p>g. PLE: Have we considered pan across the base running a Score event for Saturday and Sunday, that way it doesn’t matter on age group/gender and aligns to a more demanding competition making a plan to navigate sensibly, optimum route, and achieves effect. AF: a lot of people don’t want to do score course. Majority want line courses.</p> <p>h. AF: Females, there is a W21 short which can be made competitive. Long orange is W21 Short, Night and Day.</p>	<p>All RM</p>
<p>ACTION: All to mull over. Chairman to review comments made, Exec Cttee to float 2-3 proposals to either stick with the format or adjust and democratically on way forward. Conflating the Indiv and Inter Corps champs need to take into account compromises.</p>	
<p>34. <u>Inter Units – Nominated Teams</u>. Team nomination for the 2-day Inter Unit Championships was discussed. Previous assumption was that the same team had to be nominated for both days, the DIN does not make this explicit. The intention of the change is more about availability and being able to increase the number of units available to field teams; it also contributes to the team planning. It was agreed that for the Army Inter Units the DIN will be updated to make it clearer that team members may be different on each of the days. This improves flexibility and inclusivity. Teams would need to be declared before the event, substitution due to injury can made and declared prior to the second day.</p>	<p>MR</p>
<p>ACTION: AOA Sec – DIN to be updated for clarity on nominated teams</p>	<p>Exec Cttee</p>
<p>35. <u>Inter Units – Team number composition</u>. The numbers for Inter Unit Teams was discussed. To enable more eligible teams for the Short courses, it has been proposed that the Short, Female and U25 courses reduce to 3 runners. Discussion included ideas on reducing for just Female/U25 as these cohorts are in the minority – the Short class is mixed and could remain at 4. A proposal for a worst-case penalty for a team of 3 (of 4) was tabled, it was accepted that in this case the team would run as ad hoc as it would not work for a Harris.</p>	
<p>ACTION: Chairman – Exec Cttee to decide on team size for the 3 short courses.</p>	
<p>36. <u>Inter Corps/Inter Units - U25 Category</u>. RSigs and AGC have proposed that the U25 category is converted to a Novice Category. This has been discussed within the Exec Cttee and it has been concluded that the U25 should remain to encourage young blood into the competitions. Novices who may not be up to the standard to run in the longer courses can run out of class in the U25 for the experience and would be non-competitive. AF commented that the MLS now has facility to show the Corps in the MLS results to assist with team selection.</p>	<p>Exec Cttee</p>

	Action
<p>37. <u>Inter Corps - CFAV inclusion</u>. The Exec Cttee had discussed the eligibility of CFAVs to take part in the ICs under the affiliated Capbadge; noting there has not been a collective ask by the Cadet Forces. It was concluded that as CFAVs are sponsored by the Army (affiliated but not enlisted to the capbadge) and have different TACOS they are not eligible to run for the Corps Teams. JSP660 provides the eligibility for sport which does not include CFAVs.</p> <p>ACTION: Review wording in the DIN to make eligibility more explicit.</p> <p>Item 10 – Army Team/Corps/League Reports</p> <p>38. <u>Army Team/ML Updates</u>. Due to time, if there are any updates from Army Team/MLs, they are requested to email them through, and the AOA Sec will distribute.</p> <p>Item 11 – AOB</p> <p>39. <u>Photography</u>. Maj Andy Johnson is due to retire, if there is a request for his services, he would be happy to oblige for a fee.</p> <p><u>Social Media</u>. Maj Andy Johnson hold the account for Twitter, which we can take on if we can generate a Social Media Rep. Defence Connect (Jive) was due to be set up in conjunction with Army Sports, nothing has been heard recently by the AOA Sec. The BAOC website is the central repository for information (MLNI use DC for security). The Orienteering page on Army Sport website directs to BAOC.</p> <p>ACTION: AOA Sec to review Defence Connect progress with Army Sport</p> <p>40. <u>Closing remarks</u>. The Chairman thanked all for their time, useful discussions and a lot of work to do, looking forward to ICs and wonderful to see all. The President expressed this thanks to WO1 John Leddy, and also to everyone who enables orienteering a massive thank you, he is acutely aware that it is a small number of people who deliver the sport that we love and that the wider Army benefits from.</p> <p>Item 12 – DONM</p> <p>41. Date TBD.</p>	MR

{Original Signed}

M Robson
WO1 (SSM)
Secretary AOA

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DIN UPDATE EXTRACT – PROPOSED ALLOCATION OF MAJOR COMPETITIONS

Year	Preferred Region for venue ¹	Allocated Unit/Corps Responsible for Delivery	
		Inter Unit Orienteering Championships	Inter Corps Orienteering Championships
2023	ML (S)	AGC	RLC
2024	ML (S)	RE	RA
2025	ML (S)	RAPTC/AAC	R Sigs
2026	ML (C)	REME	REME
2027	ML (N)	INF	RLC
2028	ML (S)	RE	RA
2029	ML (C)	AGC	R Sigs
2030	ML (N)	RA	RE
2031	ML (S)	RAPTC/AAC	RLC
2032	ML (C)	REME	RA
2033	ML (N)	INF	R Sigs
2034	ML (S)	RA	REME

Table 3: Allocation of Major Competitions

¹ The Organiser will determine the venue, ideally within the preferred region.