



Draft Minutes of the AUK Board Meeting held at the IBIS Hotel, Birmingham on 1 July 2015.

1. To record those present and accept apologies for absence.

a. Attending: Chris Boulton (CB), Chris Crossland (CC), John Sabine (JS), John Ward (JW), Martin Foley (MF), Mike Wigley (MW), Peter Lewis (PL), Paul Salmons (PSal), Paul Stewart (PSt)

b. Apologies: Lucy McTaggart (LM)

CC opened the meeting by inviting the Board to join him in congratulating Shusanah Pillinger in being the first British woman to complete a solo RAAM. PSt noted that her success was assured by her decision to start her training in January 2014 with 'the Willy Warmer' 200km, and would write to her to offer the congratulations of all at AUK. Two other AUK members currently living in exile in California who also took part in this year's RAAM are Tandemists Joth and Emma Dixon, a.k.a., Thing1 and Thing2 who were part of a Tandem relay team Love Sweat and Gears, and similar congratulations were offered to them and all RAAM riders.

2. The Minutes of the Board Meeting held at Birmingham on Mar 4, 2015 were approved.

3. Matters Arising from BM March 4, 2015

a. Brevet Card Production

Ref Event Services Dir Report. Item closed.

b. Online Accident return forms (PSt/MF)

PSt reported that whilst the form has been implemented as previously discussed it had not progressed to live (a) we were now mid-season and (b) it became clear that further thought was required on how it is to be used. i.e., for riders to deliver reports to the event organiser as much as for the event organiser to report to AUK, and a mechanism to ensure reports were only made by eligible riders. PSt/MF to progress for next season. Item closed.

c. Branding & On-going badge and medal design work

PSt advised the lapel badges had not been progressed due to pressure of other work. Item closed, ref Event Services Dir Report.

d. Video Shorts for AUK website (CC/JS)

The Video Shorts programme was initiated to generate content for the magazine style website. At this stage effectively both projects have stalled. No payments regarding the VS project has been made. Ref also item on the Website report.

e. PBP Jersey and Trophies (CC/DW)

CC advised the AUK PBP jersey has been launched and noted general applause on Facebook and a more critical response on YACF, thereby proving you cannot please everybody. The Cycling Museum at Llandrindod Wells has kindly offered to house

the AUK trophy collection. CC to arrange for the trophies handed to winners at the 2015 Reunion to be returned for presentation to the museum. Future awards will consist of glass and acrylic awards, this being a lower cost and easier to manage approach. Item closed.

f. 1YTT Donations and changes to finishers lists (MF/PS)

Voluntary donations to date from Online Entry were approx. £1,600. Other monies had been received from organisers via the event returns process. Other monies may have been sent by Organisers to 1YTT direct but AUK has no visibility of these.

PSt noted the new system for automatically calculating organisers returns monies did not allow for duplicate entries and entries removed by the Organiser but otherwise the system worked well. Item Closed

g. Policy on Protection of Children and Vulnerable Adults (MF).

MF advised the policy had been published but had received little response. Item Closed

h. Complaint by a member (CC)

CC advised he had written to the member but had no response. Item closed.

i. Audax.UK email addresses (PSt)

PSt has initiated the transfer of the domain audax.uk away from its current account with FastHosts which was seen unsuitable for AUKs needs and which Danial Webb who administers the account is now looking to close. Once this is complete new email accounts will be set up for AUK officers as appropriate.

j. 40th anniversary (LM/MW)

Ref Membership Sec report.

4. Officers Reports

a. Chair

LM has indicated that she expects not to seek re-election as a Board member because of personal circumstances. CC echoed the feelings of the Board in expressing regret at this news and hoping that she might be able to reconsider.

CC also advised that he had been approached by an AUK member who provides communication services regarding providing professional support for the Audax UK twitter account. CC has asked for more information and was awaiting a response.

[NOTE: A response was received subsequent to the meeting and will be circulated to Board members] It was noted that at present neither the Twitter account nor the Facebook account are run as official AUK resources, although arguably it might appear that they are official

b. Secretary (report provided)

i. AGM & Reunion

The Reunion has been confirmed at the Holiday Inn Peterborough West on the W/E November 13, the AGM to be held at 2pm on Sat, Nov 14.

PSt noted the need for a Reunion Secretary to help organise future events..

ii. Insurance

The geographic scope of the 3rd party insurance for riders has been reduced from global (except for the U.S and Canada) to the UK, Channel Islands and Isle of Man, Global cover being now cost prohibitive. A notice to members has been issued to members through the AUK website accordingly, and will be published in Arrivee in due course, and a comment regarding geographic coverage will be added to event entry forms. The AUK policy is due for renewal on Aug 8 and that process has already underway.

iii. AGM Voting Arrangements

PSt confirmed that ERS will be asked to provide voting services for AGM2015, noting that allowing for intangible benefits such as the provision of an independent service and technical support at a very busy time of the year, the ERS service was cost effective. More than half the costs for AGM2014 were related to printing and postage, and it was expected they will be substantially reduced for 2015, by way of encouraging members to register email addresses for online voting and requesting members who require paper ballots to register for the service rather than it being offered automatically. A notice to members regarding this has been published through the AUK website and will be included in the next edition of Arrivee which will be published early August. Les Hereward has kindly offered to act as AUK Registrar.

c. Finance Director (report provided)

PSal introduced the accounts to date which currently project a surplus of 24k though this will reduce once costs for the next edition of Arrivee are added. He noted the need for KPIs to provide context for the accounts. CC & PSal will look to identify and report on currently available stats for the next BM. An issue arising was that the Cal and Perm teams have different geographical structures which vary over time. PSt suggested that for reporting purposes that a standard set of districts and regions be established independent of administrative regions which vary according to how they are staffed . **Action CC/PSal/PSt**

PSal noted that whilst he can manage payments by fund transfer and holds the cheque books, currently no AUK director is authorised to write cheques. This will be resolved as part of a general overhaul of AUK Accounts.

Regarding the AUK bank accounts, AUK currently enjoys 'free' banking however the accounts do not allow for delegated access or other 'business ' oriented services. The provision of such services would greatly assist officers involved in processing organisers returns, merchandise and events such as the Annual Reunion to manage the finances associated with their remits. From the number of transactions involved, PSal estimates the cost of moving to 'business' bank accounts offering such services would be approx. £1k p.a. The Board agreed the operational benefits outweighed the cost and PSal was asked to reorganise the account accordingly.

PSal asked that any outstanding monies for this year's accounts be forwarded by early August for Y/E on Aug 31.

PSal also asked about financial support for Organisers who are obliged to cancel events. CC noted that AUK has little or no oversight of Organisers accounts, and this had led to AUK incurring a cost of ~£1k to support the 2014 National 400, the organising having hired a school for the event HQ at a cost of ~£1500.

It was agreed that Organisers in financial distress due to cancelled events may apply to AUK for support, however it is expected they will be able to demonstrate due diligence and prudence in planning their event, and that Organisers of events likely to incur substantial liabilities should liaise with the AUK events team when planning the event. The Events Secretary will summarise policy and update the Organisers handbook accordingly. **Action: MF**

d. Events (report provided)

MF reported the numbers of Events overall as consistent with a PBP year, with all the 600km qualifiers occurred in a short period. The end date for qualifying is set by ACP and was a week earlier this year than for events within France, to allow for extra processing, though the deadline had moved back a week this PBP year, thus extending the qualifying period. There appeared to be an opportunity to allow the qualifying periods for 600s to start earlier, also that our good record of submission of event results might justify an extended qualification period. CC noted that in France in past years there had also been 1000km events as late qualifiers, and a hastily arranged late 1000 in this country in 1995; something to explore for the future.

MF otherwise noted that after a period where numbers had plateaued, we were on track for ~600 SRs this year, a considerable improvement on the previous best of 447.

MF introduced regulations for a new event based on the ACP Trace Nationale, a team ride to York. This is a 'participative' version of the Easter Arrow event to York, featuring more relaxed times and distances and an obligatory 8hr overnight break. This echoed discussions on YACF earlier this year regarding the case for events with 'neutralised' night stages. The Board agreed it would be listed in AUK Regulations as another category of event under Reg 7.3 and classified as a Brevet Populaire, as the event falls outside the BR/BRM standard. There was some debate regarding the name of the event, and 'Easter Trail' was suggested as a more accessible name for new riders, the event intended to be social rather than competitive. ACP issues awards for Trace events based on participation (most riders from a club, most female riders, most junior riders, etc.) rather than achievement (distance covered) as for Fleche events, something we might consider.

MF closed by saying the National 400 in approx. 4 weeks had ~100 entries, a healthy entry.

e. Perms (report provided)

JW reported the numbers of Perms consistent with a PBP year.

PSt noted the number of Perms reported for DIY Organisers was incorrect (the aggregate number does not match the detail) resulting in a possible under reporting.

f. Events Services Director

PL commented on the smooth transition to the new ACP BRM validation process to the general satisfaction of all concerned, and similarly that entries for PBP under the new direct entry system were going well. Regarding this, members were very appreciative of the timely posting of results, though a couple of organisers need support in this area.

PL noted the general need to refresh various sets of Badges and Medals. It was decided to invite designs through the membership, with a view to ensuring each set had a distinct design albeit consistent with the styling guide overall.

Oliver Iles will take over as Brevet Card secretary from Tony Greenwood who is retiring shortly as planned, and this will be progressed at the earliest convenience. The Board thanked Tony for his efficient service and welcomed Oliver to the role.

g. Membership Secretary (report provided).

MW reported some churn in membership, with c1050 new members giving a net increase of around 200 owing to a number of non-renewals.

In his report MW explored a wide range of options to mark the 40th anniversary of AUK, including a special event of 1976 km, an event supporting the National 400 and a one-year only perm. Whilst such commemorative events may be progressed, the Board agreed a more inclusive approach based on a 40th Anniversary Medal which would be available to all new Randonneurs and SRs, riders achieving 40 points or more and in fact all members. There will also be a 40th Anniversary Frame Sticker!

Action: PL/MW/JW.

5. Honoraria (see BMR150701 Honoraria.pdf)

Research by CC had ascertained that Honoraria have historically been paid net of tax, with the tax paid by AUK, which meant that the total amounts paid have been under reported and the sums received did not account for the recipients tax position, i.e., it favoured higher rate tax payers and penalised non-tax payers. To correct this, the Honoraria payments have been increased to a level commensurate with the basic rate of income tax. This will mean that higher tax rate taxpayers will receive a lower amount than before and non-tax payers more. However the objective is not to change the amounts paid but to ensure the cost to AUK is reported correctly in the accounts.

Honoraria are paid in recognition of services provided not for being a committee member/director. Accordingly we need to ensure Honoraria payments reflect changing responsibilities (setting and delivering policy, supervising delegates, actual operational services, etc.) and changes to delegate teams. So for example, part of the FD role is now delivered by a delegate as a professional service, whilst the Secretary has responsibilities beyond that of the historical job description. Accordingly Directors are invited to review their job descriptions in consultation with the Chair, for consideration by the Honoraria committee.

6. Publications & Publicity Director Appointment

No response has been received to date for the post of Publicity and Publications Director. The role will be re-branded as Communications Director and re-advertised.

7. LEL2017

Noting that that historically each edition of LEL had led to friction between the Board and the LEL Organiser, Danial Webb has asked the Board to make proposals regarding how LEL2017 should be organised, a reverse of the usual approach whereby interested parties apply, and to clarify 'ownership' of the LEL event and the

relationship between AUK and the organising team. DW also commented on the close relationship between AUK and LEL Ltd for the 2013 event, where some AUK directors took leading roles in organising the event and joined the LEL Board. Those concerned are no longer AUK directors but he hopes they will continue to support LEL.

In response to DW's questions, AUK asserts 'ownership' over the LEL 'IPR and Brand' which has effectively been licenced to various organisers to deliver over time. Whilst the event is run by independent organisers and/or other companies, should the event fail, whether operationally or financially, AUK would inevitably be impacted. The Board is confident in DW's experience in delivering the event although the extent to which a project of this size seems dependent on one person is a concern. Unlike previous years, it is understood that LEL2017 aims to be largely self-financing by way of advance deposits, however LEL Ltd is currently incurring costs which we understand are being financed in part by loans from AUK to cover unexpected costs arising from the LEL2013. Given the above and DW's comments and questions regarding the relationship between AUK and the LEL team, AUK will propose LEL Ltd be licenced to deliver the event and may seek to place directors on the LEL Board so they can monitor the project on behalf of AUK, the candidates for this being the AUK Finance and Events Directors. **Action: CC**

8. Publication of AUK materials by members and others (PSt)

AUK has received applications from two members who wish to republish material from the AUK website on Phone/Tablet apps they are developing. This mainly relates to event information (notes, routes sheets and GPX tracks, etc.) culled from the AUK website. Both initiatives may be offered commercially/at cost though that is not necessarily the main motivation for the projects.

Nominally AUK welcomes opportunities to publish information about AUK events however there are obvious concerns regarding materials being republished en-bloc. AUK also introduces a need to clarify 'ownership' of the materials and publication rights. Whilst events are run under AUK auspices and listed through AUK publications, it has always been AUK's position that ownership resides with the registered event organiser who licences AUK to publish the material on their behalf. AUK also needs to consider the use of AUK branding and other materials published through the AUK website.

PSt consulted Kieran Harrod for advice on this who advised that he like many designers used the Creative Commons Licence. Simply, this allows that others are free to use published materials but must not modify them and must make due acknowledgement of the materials source. So for example, any use of the AUK logo and event materials should reference AUK and the AUKweb.

There is a concern that publishing materials en-bloc in combination with the AUK logos might give the impression of viewing an official AUK resource ('passing off'), and AUK would naturally wish to see the AUK website as the primary source of information regarding its events, and may develop similar resources of its own in due course. Against this is a recognition that event GPX tracks are republished by riders - and some organisers - through route planning websites, albeit in an individual / non-systematic manner, and such was outside AUK's control.

It was agreed that AUK will adopt the Creative Commons licence regarding its own materials and the Events Secretary will liaise with event organisers to clarify the situation regarding materials submitted to AUK for publication. **Action: PS/MF**

9. Route planning tools & standards

The Board noted the withdrawal of Google Maps Classic, which has been AUK's standard route planning and measurement tool for several years, and its impact especially on DIY Perm riders and Orgs, DIYers now representing the major group planning routes to AUK standards.

The replacement Google product, New Google Maps, is less suitable as the user application supports fewer controls (max 10) and the underlying maps includes unwanted footpath and bridleway detail which has to be factored out of routes. So there is a double effect of fewer controls available/more controls required. This seems to mainly impact routes operating within a compressed area, especially 'Hilly BPs' rides, whereas routes conforming to the traditional model of wide ranging wide ranging Audax model seem far less affected, and most BR 2-300km events – the vast majority – being accommodated within the 10 control limit.

PSt noted the withdrawal of Google Maps Classic means there is now a gap in the market and it was reasonable to expect that alternate solutions would emerge, Ben Taylor's gpxeditor which combines Google presentation services with non-Google routing to provide a more intelligent routing solution being one such example. The Board agreed the requirement for an independent solution geared to its requirements and PSt will draft a statement of requirements for general information and possible tender. **Action: PSt**

10. Regulations Sub-Committee (JW, MF, PL, PSt)

a. Amendment to Appendix 7.1

Guidance to Organisers and riders had been published through the AUK website and forum and would be included in the next edition of Arrivee. PSt noted he had received a small number of enquiries regarding Brevets for the Vatterandun 300km in Sweden and the Dunwich Dynamo.

b. Amendment to Appendix 9.8.2

PSt introduced the proposal which he had developed following discussion regarding the withdrawal of Google Maps Classic and route planning on the AUK forum, The proposal supports GPS DIY Perm riders by providing the option to submit a route based on a GPX track prepared using their preferred route planning tool. Brevet applications would continue to include controls set as per AUK guidelines but the distance between controls would be derived from the GPX track which would represent a Mandatory Route, thereby avoiding the complexities of planning routes to the AUK 'Advisory' routing standard and issues arising from the withdrawal of Google Maps Classic.

In fact the regulatory amendments proposed do not reference GPS/GPX services but simply provide event organisers with the option to register events as having Advisory or Mandatory routes. The proposal also supports listed Perms scheme by enabling

the introduction of listed GPS Perms, and will allow other events organisers so minded to run their events to the full BRM standard.

Whilst it is expected that riders following a Mandatory Route will follow the route closely, consideration has been given to ensuring that riders on events validated by GPX are not unreasonably penalised for minor deviations, and how such validation might be automated in due course.

The proposal is discussed in detail in the Board paper, BMD150701 Amendment to App982.docx, titled "Amendment to AUK Appendix 9.8.2 to enable Event Organisers to register events as having 'Advisory' or 'Mandatory' routes". The document was published through the AUK forum for general review for several weeks prior to the Board Meeting and also circulated to regional AUK Events and Perms Organisers.

All of the regulatory amendments proposed are to the regulation appendices, and so might be progressed directly pending ratification at AGM2015 if the Board is so minded.

CC noted that under BRM regulations it would not be permissible for organisers to designate BRM events as having 'Advisory' routes, and this should be factored into any implementation if the amendment is approved.

As Perms Secretary, JW welcomed the proposal noting that DIY Perm riders had been asking for the option to 'plot and ride' since DIY Perms were first introduced, and similarly welcomed moves to support Listed Perms. He noted the prospect of 'GPS only' events had been a cause of concern for some but time had now moved on and there seemed no reason not to progress this, for Perms at least. CC noted the requirement in the BRM regulations for events to be validated by Brevet card.

PSt reported the proposal had received a mixed response on the AUK forum through few members had responded directly (less than 20 with the debate driven by half that). Some were concerned it represented a move to impose mandatory routing generally, and that it did not address the general problem of measuring distance for events. One DIY Org had expressed concern about a possible increase in workload, and some members had expressed concern over PSt comments about working towards moving DIY Perm admin online and automating aspects of the process, fearing this would reduce DIY Organisers discretion in validating brevets.

PSt said moving DIY Perm admin online seems inevitable given the growing interest in DIY Perms and consequent workload. In this model DIY Organisers would continue to oversee validation but would be relieved of much of the administrative burden. It would also facilitate reuse of routes, route sharing and group rides, etc. Otherwise the clearly stated intent was to provide the organiser - which in the case of DIY Perms is the rider - with the option to select Advisory or Mandatory routing, and the general route measuring problem associated with advisory routes remained to be solved regardless, as discussed above.

JW noted that there had always been a mixed approach towards administering GPS DIY perms (only four of the six DIY Perm Orgs support for GPS DIYs), and that whilst DIY Perms offered great flexibility it had been clearly stated at the outset that there would be no special provision for GPS validation and such events must comply with AUK regulations as a whole.

The Board then considered two papers submitted by Steve Snook (SS), one a critique of the proposal from PSt and the second an alternate proposal. See Board Papers for details.

SS expressed concern that this proposal

- was initiated with the strategic objective of making all routes mandatory,
- that mandatory routes had been previously been abandoned as unworkable,
- if progressed would negate the development of alternate solutions,
- represented an abuse of Board powers, i.e., the power to amend appendices to the regulations which (he believes) was intended to allow the Board to address minor issues arising from the drafting of AGM motions.

The Board noted:

- The critique was titled 'Paul's Proposal for Mandatory Routes'; the proposal offers organisers the option to choose between mandatory or advisory routing.
- The move to Advisory routes had been adopted following concerns about insurance, i.e., to protect AUK against claims arising from 'instructing' riders to take certain routes, whereas it is a basic tenet of Audax that riders are responsible for their own safety.
- Comments in DIY Guidance regarding advisory routing were to clarify how advisory routing applied to DIY Perms, not an objective of the DIY Perm scheme.
- The quote by PSt regarding allowing individual track points to be considered as controls is out of context, i.e., it was a response to others proposing that approach so as to avoid the need for regulatory change, which is not the approach proposed.
- That the power to amend appendices to the regulations had been overwhelmingly endorsed by the 2012 AGM, and the Board was mandated to take such actions subject to ratification at the subsequent AGM.

SS's proposal was then considered. The proposal is intended to provide more flexibility in route planning, simplify validation and make the regulations more concise. To this end it removes regulations regarding the relative positioning of Controls, replacing them with Guidance from the Organisers Handbook applied by the DIY organisers.

Under the proposal, DIY riders would submit a route GPX and Controls set according to the guidance however the route GPX is not used for validation, instead the ride GPX is checked to confirm the rider traversed the Controls and met the Brevet distance overall, i.e., there is no confirmation that the rider followed the route they submitted, for that would then represent a mandatory route, the opposite of what the proposal seeks to achieve.

PSt noted that for some members the relative status of the AUK regulations and Guidance was a matter of debate. Leaving aside such considerations, the Board concluded the effect of removing the regulatory clauses on the relative placement of controls without validating the route between them would be to replace 'advisory routing' with 'free routing', as riders would be able to vary their routes outside the constraints of the event controls.

CC noted the proposal was incompatible with ACP/BRM regulations and that Advisory Routing was itself a fudge of the ACP/BRM standard for Audax Allure Libre. Also that other ACP affiliates, including RUSA and Audax Australia - organisations often

referenced as examples AUK should follow on regulatory matters - use mandatory routing as specified in the ACP/BRM regulations for both BRM and local events (if any).

In his proposal document, SS referenced his desire to support riders in exploring the local countryside including using cycleways which could not be pre-routed because they were not on GoogleMaps. PSt noted the relaxed time schedule for BP events allowed riders great flexibility to vary their route, and that this could be extended by allowing for a new category of BP event with no preset routes and validated purely on distance, as suggested by others on the AUK forum.

The Board voted, and the proposal to amend Appendix 982 submitted by PSt was adopted Nem Con.

PSt will respond directly to SS and advise him of the Boards comments. **Action:PSt**

JW and PSt will liaise with DIY organisers regarding implementation. **Action: JW/PSt**

11. Strategy Sub-Committee (CB, MF, PSal, PSt)

CB explained the document had two parts, to express AUK's role and to establish a programme of achievable targets. MW asked if there was a specific reason for aiming for growth, and CB commented that AUK need to consider its development in the context of cycling in the UK as a whole, which is growing rapidly. If AUK does not develop similarly then in practice it is in decline. There was insufficient time to consider the document in detail. The intent is to develop the document for presentation to AGM2015.

12. Website Sub-Committee (JS, MW, PSal, PSt)

PSt reported work on the tender document had been delayed by other AUK commitments but was continuing.

PL suggested that pro-tem we consider using the template developed by Invent Partners as a simple graphic front end to AUK web. Whilst the template needed further work before it would be ready for use as a general magazine as originally intended it could be adopted as a graphical front end to AUKweb for static content. This approach was agreed and PL will progress.

13. Any Other Business

a. AUK Forum Moderation (PSt)

PL advised that Les Hereward has kindly offered to serve with him as a moderator on the AUK forum. Les has experience from acting as a moderator on other forums, and the Board welcomed him to the role.

b. PSal had noted that AUK was not registered with the ICO under the Data Protection Act and had corrected this, and circulated an information notice for the Boards Information. This will be published on the AUK website and the AUK privacy statement updated accordingly. **Action: PSt**

N.B., there is no perceived requirement for individual organisers to register.

14. Dates of next meetings:

- a. BM: Teleconf late July/Early August (date tbc)
- b. BM: 9am , 8th October 2015, IBIS Birmingham
- c. AGM: 2pm, 14 November 2015, Holiday Inn, Peterborough
- d. BM: 9am, 10 December, 2015, IBIS Birmingham

9th July 2015