

Notes and Actions

Actions from 2016 LGW	Resp	Comment
LDPs Some groups reported that they were unaware of the many resources available on the website. Reminders/information about the range to be widely publicised through the website, group communications and Strider.	Julie/Neil/Graham	LDP section of the website currently under review. When this is finalised the features will be widely publicised.
Amazon Commission through LDWA. Increase awareness. Publicise in Strider	ALL/Julie/Graham	Still outstanding
Analytics on the LDP website? May help to work out what is valuable and what is not.	Adam	Data Analytics are already used to understand the pages that are visited most.
Wiki for members and groups to update pages themselves – may ease the burden on the few volunteers	Adam/Neil	Overtaken – new website in development
All Groups will be contacted annually by the Data Protection Manager to confirm they are complying with the legislation.	Christopher	New legislation to come into force May 2018. Updates will be available post training course in November 2017
DP Policy and guidelines to be uploaded to the Library on the website	Christopher	See above
Need to check that DP Policy, 100 rules and challenge event rules are all aligned and up to date	Christopher/David M/David F-H	Small working group to be set up. This will form part of the new toolkit
Clarity on insurance cover for groups under an umbrella LDWA policy	Sandy	Some information available for the 2017 meeting. Other information to be uploaded to the Library section of the website by end-2017
Automatic listing of events in TimeOutdoors. They are to be asked to stop this happening	David H	Done

		Note and Action	Resp
1	9.00	<b>Actions from last time</b> See notes above	
2	9.10	<b>Events</b>	
	a)	<b>How do we encourage more walkers on social walks?</b> This was thought to have been covered as part of the brainstorming activities during the weekend.	
	b)	<b>Pace</b> – how do groups manage pace on social walks? Both too fast and too slow.	

	<p>Tim Rollett - W Yorks. Has experienced fast walkers pushing the pace making it difficult for leaders and uncomfortable for slower walkers. They now advertise and clarify the pace when putting the walk details together.</p> <p>Nicky Wood - Lakeland. Fast ones demoralising the slower ones. Wanted to understand the situation with respect to insurance cover. 'Out of sight, out of insurance' – LDWA insurance would not cover any incident as a result of any individuals' activity once they were deemed to have left the group or removed themselves from the walk.</p> <p>Peter Toghill - Wessex. New member or visitor going very slowly can be offputting to regular walkers. Suggestions included contacting new walkers before they join a walk to explain the pace and get to know their expectations. Also, perhaps put on 'taster' walks for new members or potential members. The pace would be unknown but faster walkers could be asked to look after slower ones on these walks.</p> <p>Bea Therin - Wiltshire. Ensure all new people contact walk leaders first to ensure they understand the pace. Arrange for drop outs where possible</p> <p>Ferne Davies - S Wales. The group has adopted a classification scheme for walks. It may be an idea to circulate this for comment, with perhaps a couple of additions and make it into a standard walk description, with even a tick box on the Strider input page for clarity. Julie to organise</p> <p>Steph Carter - Membership secretary. Can add a suggestion into the first email out to new members about contacting walk leaders to talk about pace.</p> <p>Can add this suggestion to website and strider</p> <p>Terry Bound - Cornwall and Devon. Feels that the avge of 2.5 mph as advertised on the new posters can be misleading. Average pace should be left to groups to determine as this could change for every group or every walk.</p> <p>Jane Guest - South Pennine. Feels that the poster showing a buggy on the Challenge Walk is misleading and the photo would be more appropriate on the Social walk space than the Challenge walk.</p>	<p>Julie C</p> <p>Steph</p> <p>Julie C</p>
<p>c)</p>	<p><b>Is there a policy or a problem with having fundraising walks?</b></p> <p>Chris Pitt - Dorset. Some formal fundraising as part of the walk entry fee on some of their walks – donations to particular charities</p> <p>Hazel Bound – Cornwall and Devon. They have helped charities as part of events.</p> <p>Up to the individuals to get sponsorship or up to the groups to put on special walks. There is nothing prohibiting a group from arranging a walk in aid of a particular charity or appeal.</p> <p>Gail Elrick - London. Reminded us that there are guidelines as to what we can put in Strider but no problem if a group wants to organise something</p>	
<p>d)</p>	<p><b>SiEntries</b> – good for reducing workload on entry management as well as free publicity for events.</p> <p>Mary Dee - Surrey. Other electronic entry systems now available, e.g. Fabian4</p>	

		Elaine Oddie - Essex and Herts. Note that SiEntries links with PACER	
e)	<b>Charging non-members a premium rate</b>	<p>Mary Dee - Surrey. This group adds the equivalent of the annual membership fee plus £3 to non-members.</p> <p>Chris Pitt - Dorset. Charge half the annual membership rate on top</p> <p>Peter Toghill - Wessex. Charge an extra £5</p> <p>Initial thoughts were that this would discourage entrants, but actually it has increased membership and is still seen as good value for money.</p>	
f)	<b>Links to other walking organisations to promote LDWA – e.g. Ramblers</b>	<p>Gail Elrick - Chair. Having regular meetings with Ramblers Exec. Looking to get a better working relationship. Also starting to set up formal relationships with other relevant organisations.</p> <p>Martin Callow - Dorset. Many members have dual membership</p> <p>Maureen Downes - Thames Valley. Concerned that both organisations may lose members to the other organisation</p> <p>Chris Pitt - Dorset. Organise some joint walks</p> <p>Peter Simon - BBN. The councils making up Bedfordshire organise a 2 week festival of walks supported by LDWA, Ramblers, Council etc and is seen as an important event to attract walkers to all organisations. This has attracted new members to LDWA in their area.</p> <p>Gail Elrick - London. Reported on a number of walking festivals throughout the country that take place now. Also the initiative 'Town welcomes Walkers' is attracting some people to LDWA.</p> <p>John Sparshatt - N Yorks. Reported that LDWA members lead walks for walking festivals</p> <p>Elaine Oddie - Essex and Herts. Noted that Ramblers is more of a campaigning organisation so we need to be careful about the nature of any relationship</p>	
g)	<b>New events and the impact on existing events – how do we avoid this?</b>	<p>Chris Seddon - Merseystride. They are a small group with one challenge event which has been held on the same weekend for 30+ years and which is a key source of their small amount of income. Red Rose 50 as a new event was put on on the same weekend and numbers for the Merseystride event were down over 50%. In Pendles' Shadow had to be cancelled. Could the new event not have been scheduled around the same time without actually clashing?</p> <p>Hazel Bound - Cornwall and Devon. There is an event checker for new events.</p> <p>Nicky Wood - Lakeland. Is there a role for the events coordinator to monitor dates for new events?</p> <p>Chris Pitt - Dorset. Could still be clashes for 2 new events coming forward at the same time, but it would avoid the current problem.</p>	NEC

		<p>Bea Therin - Wiltshire. Their planning committee contact all of the local groups in the area to check on dates. However, understand that some Challenge events draw from a much wider area.</p> <p>Martin Callow - Dorset. Contact other organisers when a new event is being prepared.</p> <p>Maureen Downes - Thames Valley. Could the events coordinator alert groups when an event goes off the calendar and thereby frees up a date.</p> <p>David Weatherley - Sussex. Has problems with events crossing borders.</p> <p>Paul Wadsworth - E Lancs. Did try to plan around avoiding similar length walks and other qualifiers. The Merseystride 30 was missed in this but will look at considering this in future years if Red Rose 50 is going ahead again.</p>	PW
<b>3</b>	<b>9.45</b>	<b>Governance</b>	
	a)	<p><b>Lack of people coming forward for committee posts – how can we encourage this?</b></p> <p>Bea Therin - Wiltshire. 3 year rule. Always looking for new people to step up to the role. Give people guidelines about what the role is and what the key activities are throughout the year.</p> <p>Maureen Downes - Thames Valley. Have job descriptions to help encourage volunteers.</p> <p>Peter Toghill - Wessex. Some people won't step down! This discourages others for standing against them in an election. Now introduced tenure so these frictions don't arise</p> <p>Chris Seddon - Merseystride. Very few active members and even fewer happy to stand for officer posts.</p> <p>Hazel Bound - Cornwall and Devon. ALL group members are automatically members of the committee and all welcome at meetings. Only rotating position is the Chair and this has been built up to be an honour, to try and encourage people to stand.</p> <p>Peter Simon - BBN. Chair has resigned. Asked for volunteers for weeks now on website and in emails but no one coming forward. Replacement has eventually been found after some delay</p> <p>Nicky Wood - Lakeland. Recruitment is proving almost impossible and is trying to get people into posts by having a very light touch. Also trying to split roles and responsibilities where possible so that posts are not seen as too onerous.</p> <p>Chris Pitt - Dorset. Has split roles to encourage people to volunteer for what seems like an easier or smaller role.</p> <p>Julie Cribb – Local Groups' Secretary. Some groups hold their meetings on walks so as not to put people off by having to attend 'Committee Meetings'</p> <p>Maureen Downes - Thames Valley. They split the roles into smaller chunks to encourage several people to do a small chunk each.</p>	
	b)	<b>Data protection</b>	

		<p>The new General Data Protection Regulations come into force in May 2018. These will build on and strengthen the current data protection laws. Posters detailing the principles, processes, individual's rights and the nature of personal data have been on display throughout the weekend.</p> <p>Groups were notified that Christopher Hedley had not contacted them during the year to advise them on current requirements as the new regulations were launched earlier in the year and would supersede these.</p> <p>The Sports and Recreation Alliance are running a Training Course on the new regulations on 14<sup>th</sup> November for Charitable and Voluntary Organisations and Christopher and Steph Carter are booked to attend.</p> <p>Once they have been on the course and understand the requirements and implications of the new regulations for LDWA information would be circulated to groups and guidelines issued.</p> <p>In the meantime groups were reminded that they should always use the system's bulk email facility for contacting members and if there is a need to email people individually then Blind Copy should always be used.</p>	Christopher
c)		<p><b>Privacy of members' details – 1 nominated person</b></p> <p>Steph Carter - Membership Secretary. As a result of complaints from a number of members about violation of privacy it has been decided that, to protect all members, there will be 1 nominated member per group who has access to member details and that all group secretaries will be contacted to nominate this person.</p> <p>Hazel Bound – Cornwall and Devon. Asked for clarity about actions by group officers. It was confirmed that everyone will still be able to do what they need to do on the website, it is only access to member details that will be restricted</p> <p>Chris Pitt - Dorset. 1 person having access may leave the group vulnerable in the event of illness or accident, so it may be more realistic to have 2 people. Groups also need access to event entrant information.</p> <p>NEC will consider whether access should be extended to 2 people per group.</p> <p>Madeleine Watson - NEC Secretary. Reminded people that there are facilities to protect member information already such as bulk emailing direct from the system</p> <p>Bea Therin - Wiltshire. Already have limited access to personal information and there has never been a problem.</p> <p>Alison Wadsworth - E Lancs. Are there instances where personal visits are appropriate or acceptable? Using common sense it is possible that there are, but in the instances brought to the attention of the Membership Secretary this was not the case.</p>	NEC
d)		<p><b>Walkers MUST retain control of LDWA and events.</b></p> <p>Peter Toghil - Wessex. Concerned about the ethos of LDWA and the groups where runners are becoming prevalent on events or within groups. Wessex published 2017 Challenge event results by alphabetical order rather than finish time.</p>	

		<p>Hazel Bound – Cornwall and Devon. Query on the 100 about waymarking with the feeling that most runners depend on waymarks and don't do any navigation. Decision perhaps that there should be no waymarking on 100s or challenge events. 100 Coordinator and Events Secretary to consider.</p> <p>Dave Wright - Marches. Will always be runners in the groups but in this group the runners respect the nature of LDWA and will lead walks too.</p>	100 Coord and Events Sec
<b>4</b>	<b>10.15</b>	<b>Finance and insurance</b>	
	a)	<p><b>Register of walkers for social events</b></p> <p>LDWA Insurers had responded to a query about insurance cover on social walks by saying that all groups should take a register of walkers for each event. This resulted in some discussion and many groups expressing concern.</p> <p>Some groups already keep a register of walkers for statistical purposes, but others felt that this was an invasive and unnecessary step which would put people off volunteering as a walk leader. Others felt that having a register of names and telephone numbers was against the principles of data protection as everyone who added their name to the register would be able to see the previous details. Groups which already kept registers advised that names were simply forwarded to the walk leaders in advance and so only that person would see the full details.</p> <p>Part of the rationale was to ensure that visitors and guests were included in the cover. The insurance company had advised that visitors and guests should only be able to join 3 walks before being asked to join LDWA. Concern about policing this was expressed as people could walk with different groups and only by monitoring attendance centrally could this be controlled.</p> <p>Registers would be destroyed following an event – only the names of visitors and guests would need to be retained.</p> <p>Mary Dee – Surrey. Should/Could we ban people from a walk if they refused to give their details? What minimum details are we asking people to provide?</p> <p>Elaine Oddie – Essex and Herts. The group recommends walkers have a card with personal details on in their rucksacks in case of incident.</p> <p>Alison Wadsworth – E Lancs. Recommended details in rucksacks too.</p> <p>A number of groups use the ICE and NOK details programmes.</p> <p>Maureen Downes - Thames Valley. Medical information is voluntary; no one has to declare an illness / condition. Any information provided would have to be kept very secure – not easily workable</p> <p>Dave Wright - Marches. Suggested collecting membership cards and hold during the walk. Steph Carter commented that this would significantly increase his workload as it would result in a large increase in requests for duplicate membership cards due to lost cards</p> <p>Agreed that we need clarity from the insurers and a checklist for groups to follow. Treasurer to be informed.</p> <p>Nicky Wood - Lakeland. Once the details are understood then NEC need to communicate with all members by all media to inform them of the need and</p>	Sandy Gee

		the new process – this should not be the responsibility of local groups. Local groups would then need to follow the advice knowing that members would be aware of the new rules.	NEC
	b)	<b>Visitors and guests</b> covered for first 3 times only – thereafter they need to join NEC need to agree how this should be monitored	NEC
	c)	<b>Path clearance</b> is covered. To be sure need to advertise the event on the LDWA website. E.g. as a pop up walk.	
	d)	<b>Policy only for the UK</b> – does NOT cover walks or walkers abroad.	
	e)	<b>NT charges</b> Hazel Bound – Cornwall and Devon. NT wanted to make a per person charge. Gail Elrick - Chair. Christopher has had a lot of discussions. We will not be paying for use of paths through NT land but will pay for using NT land for e.g. Checkpoints. More information will be circulated as it becomes available. Any queries or local issues please contact Christopher. Peter Toghill - Wessex. Have run events in the NT for years and get a permit to do so. They pay £80 per year which is much less than the standard tariff for use of their land for parking, toilets, checkpoints etc for certain events.	
	f)	If walkers remove themselves from a social or challenge event they are no longer the responsibility of the walk leader and any incident arising from their actions will not be covered by LDWA insurance. This is also the case for disqualified entrants. Hazel Bound – Cornwall and Devon. There is a problem with those DQ people who insist on walking on. They should be asked to sign something to say that they are no longer part of the event and offered a lift back to the start. Steph Carter - N Yorks. Made a moral decision to continue to support DQ people at checkpoints if they insisted on going on for their personal safety. This is not policy though. Martin Callow - Dorset. Same duty of care as to passers by.	
	<b>11.00</b>	<b>2 minute silence followed by coffee</b>	
<b>5</b>	<b>11.15</b>	<b>LDWA 100s</b>	
	a)	David Morgan video (this will also be available for viewing after the meeting). Key points covered were: <ul style="list-style-type: none"> <li>• 100 Review Group now established to assist 100 organisers by involving NEC with issues that they can't handle themselves</li> <li>• Ability now to report issues that cross 100s to NEC</li> <li>• Rules rewritten to protect organisers and mitigate risks to entrants and to the organisation</li> <li>• Kit check – organisers to demonstrate duty of care. Guidelines are in place for incidents where entrants fail the kit check</li> </ul>	

		<ul style="list-style-type: none"> <li>The rules are in the process of being rewritten to cross-reference to guidelines for events organisers. A small group is working together to ensure that the guidelines align with each other where possible</li> <li>As part of the Business Plan proposals David is leading work on developing a national network of 100 mile routes. This is building on what LDWA have done in the past to leave a legacy from some of the 100 walks and help raise the profile of LDWA.</li> </ul> <p>Hazel Bound – Cornwall and Devon. There are 2 sections to the website. An admin area for organisers and general information in the Library. Rules were sent out for comment, then groups could not see the final document as the document was protected.</p> <p>Steph Carter - N Yorks. All documents are available on the 100 section of the main website.</p> <p>NEC to check whether some key documents are accessible by all members for information</p>	NEC
	b)	<p><b>2018 Cinque Ports</b> – request for help</p> <p>Julie Cribb read out an email from Neal O'Rourke asking for either individuals or groups to volunteer to help with a variety of tasks that were still unassigned. Julie to go back to Neal to get more details and then circulate to delegates and to Group Secretaries.</p>	Julie
	c)	<p><b>2019 Hadrian 100</b></p> <p>Ian Lauriston - Northumbria. Brief update. Circular route based at Hexham. Challenging route, crossing Pennines into Cumbria, around 13,000' of ascent.</p> <p>All checkpoints now allocated but will be seeking support from both groups and individuals following the Cinque Ports.</p> <p>All volunteers to contact Ian direct.</p>	
	d)	<p><b>Food on 100s:</b></p> <ul style="list-style-type: none"> <li>Early checkpoints</li> <li>Main meal vs breakfast for slower walkers</li> </ul> <p>Hazel Bound – Cornwall and Devon. Can organisers please take into consideration that slower walkers can miss out on food at early checkpoints when faster walkers have taken it all, even though they have walked for several hours. Emergency food should be exactly that – not for use at Checkpoint 1.</p> <p>It appears that the main meal is being taken off at a certain time and slower walkers only offered breakfast. The main meal is often more calorific and filling than the breakfast and slower walkers need this.</p> <p>(Response from Lynne Harness – Vermuyden who was not present at the Sunday morning meeting for this item). I was on the 100 servery from 4pm Sunday until the last person was served late morning Monday and I can assure everyone that the main meal options were available right to the end because I then moved the leftovers into freezer storage for the Kilburn Kanter. I accept there was some confusion due to poor menu signage and that is the point that needs to be carried forward to future 100s. Also, the paramedics had</p>	

		<p>requested that lighter meals were advised as a good number of walkers vomited after the main meal at the end and they suggested that the menu was too rich. The cooked to order all day breakfast proved to be more popular with finishers than the pie or tagine which was being held warm and looked less appetizing, although right until the end we were cooking fresh pies and puddings and replacing as often as we could.</p> <p>Bea Therin - Wiltshire. Organisers should be aware of how food is going to be transported and eaten and sometimes this can be most impractical, e.g. Yorkshire puddings with stew and gravy.</p> <p>Chris Pitt - Dorset. All organisers should review lessons learned and feedback from previous events.</p> <p>Hazel Bound – Cornwall and Devon. Kit check should happen away from the main checkpoint area to avoid issues around queues and feeding.</p> <p>Nicky Wood - Lakeland. Look at ways of filtering walkers for kit checks to avoid queues.</p> <p>Dave Wright - Marches. Most successful kit checks have been at a point between checkpoints, e.g. a clipper point in a tent with a long table.</p> <p>Points raised in connection with 100s to be considered by 100 Coordinator and NEC</p>	100 Coord and NEC
<b>6</b>	<b>12.00</b>	<b>Marketing and Publicity</b>	
	a)	<p><b>Marketing materials available</b></p> <p>Note about pace being 2.5mph on main publicity covered above. Should be removed and left for groups to advertise their pace on events.</p> <p>Also some concern that the Challenge Walk photo shows someone pushing a baby stroller, which is likely to be the exception rather than the norm and would probably fit more appropriately in the Social walks photo.</p>	David Holland
	b)	<p><b>Standard press template for local group tailoring</b></p> <p>It has been suggested that there should be a standard press release available for local groups to use and tailor. This will be taken back to David Holland for consideration.</p> <ul style="list-style-type: none"> <li>A member from Essex and Herts had created an article for local media. This was thought to be interesting and potentially useful for other groups to use. The article is to be sent out with pack and Julie is to check on any copyright issues before suggesting it is used.</li> </ul>	Julie
	c)	<p><b>Strider</b></p> <p>Some comments that had been forwarded in advance included:</p> <ul style="list-style-type: none"> <li>Out of date and no kerb appeal</li> <li>Missing the walks summary - necessary if walk with several groups or expect to walk on holiday</li> <li>Walks and Events summary handy to read at back</li> </ul>	

		<p>Bea Therin - Wiltshire. Reminded us that the electronic copy is available to all members</p> <p>Peter Toghill - Wessex. If a group goes to the bother of writing an article is it likely to get included? Answer was yes if it is reasonably written though there can be a backlog at some times of the year.</p> <p>Tim Rollett - N Yorks. Has it been proposed that old issues should be pdfd and put on the website. Currently only about 3 years of back copies are on the website.</p> <p>Steph Carter - Membership Secretary. Members can log in to read Strider online</p> <p>Chris Seddon - Merseystride. A lot of people have complained about the missing walks summary in the last Strider.</p> <p>Madeleine Watson, Secretary. Index will be back in the next issue.</p> <p>Some useful ideas had come out of the 'Walking the Walk' brainstorm exercise too which will be taken on board.</p>	
<b>7</b>	<b>12.25</b>	<b>Date and venue for 2018. YHA Medway, 16-18 November 2018</b>	
<b>8</b>	<b>12.27</b>	<b>Evaluation Sheet</b> Please complete and leave or return via post or email. Thank you	
<b>9</b>		<p><b>AOB</b></p> <p>John Sparshatt – W Yorks. Asked about the proposal regarding a new Logo – reassured that at this stage it is only a proposal. Anyone interested in helping with this should contact Gail direct. There are some ideas coming through from both members and from the company reworking the website</p> <p>Maureen Downes - Thames Valley. Is there value in creating a common set of abbreviations for challenge events? It was thought this would be difficult.</p> <p>Nicky Wood - Lakeland. Perhaps offer a catering contract for the catering team to come to Kent in 2018.</p> <p>Maureen Downes - Thames Valley. Catering guru in the group suggested we approach a major supermarket to offer the contract for the supplies for major events e.g. the 100, for a discount.</p> <p>Dave Wright - Marches. Group keeps suppliers as small and local as possible.</p> <p>Ian Lauriston - Northumbria. The Hadrian 100 is going to try and work with a leading retailer for supplies and for deliveries direct to checkpoints.</p> <p>Maureen Downes - Thames Valley. Ocado has been very efficient in their challenge event.</p> <p>Maureen Downes - Thames Valley. Consider putting more emphasis on non-competitive nature of many of the events to attract more social walkers.</p> <p>Maureen Downes - Thames Valley. Do NEC LDWA have LDWA mugs that groups could sell at events? There is a move away from using plastic and polystyrene cups. Response was that the LDWA shop is no longer stocking or offering LDWA mugs</p>	

		<p>Hazel Bound – Cornwall and Devon. Get people to bring their own mug and do not supply plastic or polystyrene cups at any events now.</p> <p>Ferne Davies - S Wales. Have their own walks planner and template for walk details. It is an app that walk leaders in South Wales use. Helps S Wales to communicate standard details to everyone.</p> <p>Steph Carter - Membership Secretary. For information there are 2 dates where group numbers will shrink. 1 January the system deletes leavers. 1 March any members who have not renewed also get deleted.</p> <p>Steph Carter - Barman. There is a surplus of soft drinks and some cans. These are to be sold off at cost before the end of the meeting. Please see Steph.</p> <p>Nicky Wood - Lakeland. Requested that any update on the new website should be communicated as soon as details are firmed up.</p> <p>Madeleine Watson - Secretary. <b>AGM.</b> 12 March 2018. Lincolnshire. Details will be in Strider about the social nature of the AGM as well as some new features as part of the weekend. Two of the items on the Agenda are the proposal to make a slight increase in membership fees for 2019 and the changes to the Articles of Association to make them compliant with The Companies Act. All members will be notified of this either by email or by post.</p>	Adam Dawson
10	12.28	<p><b>Claim Form</b></p> <p>Please complete and leave with receipts or post or email after your return home. Mileage rate 45p per mile.</p>	
11	12.30	<p><b>Thanks and Close</b></p> <p>Thanks were given to Chris Pitt for chairing the meeting, Tricia for arranging the walk, Lynne and Jane for the excellent catering and to everyone who participated so actively throughout the weekend.</p> <p>The meeting closed at 12.20pm.</p>	