

Meeting of
EVENT OPERATIONS COMMITTEE
held on Saturday 11th September 2004 at the Great Barr Hotel, Birmingham

Management Committee is asked to NOTE:

- 04/11 Approval of Roles and Responsibilities document.
- 04/15a Approval of Junior Course Lengths to be adopted at National Events, British Orienteering Championship and JK Championship.
- 04/15e The review of relay classes that is to take place.
- 04/15g The review of the map registration process.
- 04/17 The progress on CompassSport Cup 2005.

Minutes of the meeting of
EVENT OPERATIONS COMMITTEE
held on Saturday 11th September 2004 at the Great Barr Hotel, Birmingham

PRESENT:

Ranald Macdonald (Chairman) Peter Guillaume (Fixtures Group)
Barry Elkington (Rules Group) Rod Postlethwaite (Map Group)
Susan Marsden (Junior Competitions Group)
Mike Richardson (Major Events Co-ordinator)

In attendance:

Alex Ross (Executive Officer)

04/10 Apologies and Courtesies

Apologies from John Palmer (Elite Competitions Group) and Erik Peckett (Map Group). Apologies to Mike Richardson for omission of his name from the minutes of the previous meeting.

04/11 Roles and Responsibilities

An updated version of the extract from BOF Structure was circulated and approved. The extracts for the Committee and the Groups will be added to the website.

04/12 Actions and Matters Arising

Actions retained: 2, 10 and 11.

Actions deleted: 1, 3, 4, 5, 6, 7, 8, 9, 12 and 13.

1 A complete set of Roles and Responsibilities should be available soon.

3 A quote is awaited for Management Committee to approve.

6 On JCG agenda for its next meeting.

7 The BSOA will intercede with Schools on behalf of individuals wishing to enter BSOC.

8 On JCG agenda for its next meeting.

04/13 Reports from Operations Groups

a) Home International Group

A strategy is in place to provide a page on the BOF website containing relevant information on behalf of the Home Nations. The VHI is grateful to Rules Group for its efforts in providing a suitable relay model that allows inclusion of the 35s as separate classes.

b) Elite Competitions Group

The provision of a British Middle Championships as a WRE has been suggested. The current rules regarding eligibility for any British Championships is causing some problems. It was agreed that ECG make a justified proposal for Rules Group to consider. The deadline for a WRE application for 2005 is 30th September.

c) Senior Competitions Group

Group has yet to form.

d) Junior Competitions Group

Nothing to report. Meeting on 30th September.

e) Rules Group

Meeting was inquorate so no decisions could be taken. A set of notes from the meeting will be circulated.

f) Fixtures Group

There are issues for 2007 with the JK in NEOA and BOC in WOA. Agreement has been given for the Harvester to return to a June date for 2006 in SOA. Fixtures Group will take over responsibility for the assignment of British Sprint Championships and British Middle Championships under advice from ECG.

g) Map Group

The Group are looking to provide a more co-ordinated approach to the training of mappers.

h) Major Events

The perennial problem is the quality of information provided by organising Associations. It was agreed that there was a need to set suitable timescales and enforce them if suitable quality was to be maintained. The appointment of event officials is a regional responsibility but it might be better to impose the Controller. It was agreed that suitable proposals would be brought to the next meeting.

Action MR/AR

04/14 Reports from Management and Development Committees

a) Management Committee:

Trail-O and its promotion and provision is causing problems. The identification of a suitable champion was agreed to be the way forward.

b) Development Committee:

The proposed revamping of the junior badge scheme and the feedback from Coaching, BSOA, Junior Competitions and Rules was discussed.

04/15 Individual Items:

a) Junior Course Lengths

Barry Elkington provided a paper containing a consistent set of junior course lengths across all events as agreed by Junior Competitions Group, Coaching Committee, BSOA and International Committee. Approval was given for the guidelines relating to National Events, British Orienteering Championships and JK to be updated in line with the agreement and an article to be placed in Focus.

Action BE

b) Guidelines

In line with creating a one stop shop for all Event Guidelines, approval was given for their collection, updating and placement on the BOF website.

Action AR

c) Major Events Conference

Mike Richardson provided a report. The issues of timing and location were discussed as were possible methods of ensuring attendance of members from major event teams in the future. The idea of inviting speakers from large scale events such as WC 2005 and Scottish Six Days was floated.

d) Regional Event Experiment

Only one event has taken place so far and the feedback so far has not been fully analysed. A number of observations were made which will be considered along with the other feedback during the review process once all three events have been completed.

e) Relay Competition

There was discussion of a paper provided by John Palmer on the need to review the relay classes particularly at the British Relay Championships with a view to increasing the competitive nature of the event at all levels. Several ideas were discussed and it was agreed to provide a number of ideas for wider discussion.

Action BE/MR

f) Website

The website is slowly taking shape and transfer of the Rules, Appendices and Guidelines for use by event providers should be completed by the middle of October.

g) Map Registration

There is still some difficulty being experienced in encouraging Clubs to register all their maps. It was agreed that Map Group would review the process to look at simplification, possible sanctions for non-registration and the involvement of Fixtures Secretaries in any process.

Action RP/PG

h) Risk Assessment

The BOF Risk Assessment Form is still in draft form. Simon Thomson has made some suggestions as to its improvement. It was agreed that it should be discussed at the next Rules Group meeting.

Action AR

i) Feedback from Events

It was agreed that we need to establish a reporting procedure to provide feedback from events as a means of improving the quality of events. The idea of controllers completing a post event report alerting Event Operations to possible issues might be a worthwhile means of achieving that. The encouragement of direct response might also prove useful. It was agreed to look more closely at this at the next meeting.

Action AR

04/16 Reporting and Actions

The Committee agreed on the following that should be communicated to the membership as soon as possible.

a) Major Events Conference

Dates for Major Events Conference to be reviewed and attendance to be encouraged.

b) Trail-O

Trail-O needs an enthusiast to promote and provide suitable competition.

c) Relay Competition

Group established to review relay classes at major competitions.

d) Junior Course Lengths

System of Junior Course Lengths agreed. Appropriate guidelines to be updated.

e) Map Registration

Map Group are to look at how map registration can be improved.

f) Feedback from Events

Methods of achieving systematic feedback from events to be investigated. Competitors to be reminded of the already established procedure.

04/17 Any Other Business

Peter Guillaume and Ranald Macdonald agreed to share the role of representing Event Operations on Development Committee.

30 responses have been received regarding last years CompassSport Cup with 29 supporting retention of the competition in some form. Peter Guillaume agreed to put together some proposals for the 2005 competition for discussion by appropriate Groups.

04/18 Dates and Venues of Future Meetings:

February 5th 2005 Birmingham 12 noon

ACTIONS

arising or continuing from the meeting of Event Operations Committee
on 24th April 2004

- | | | | |
|----|--------|--|----|
| 2 | 04/04e | Add item on representation by Rules Group to next agenda | AR |
| 10 | 04/06e | Contact individual who may be interested in progressing Trail- EP
O. | |
| 11 | 04/06f | Rules Group to examine evidence on BNOC incident to see if BE
guidelines need amendment. | |
| 12 | 04/13h | Make proposals on improving quality of major events AR/MR
through adherence to time scales and appointment of
controllers by the Major Event Co-Ordinator. | |
| 13 | 04/15a | Update Guidelines for National Events, BOC and JK in line BE
with agreed junior course lengths. | |
| 14 | 04/15e | Provide ideas for further discussion on Relay Classes BE/MR
particularly for BRC. | |
| 15 | 04/15g | Review process of Map Registration and implementation of RP/PG
sanctions for non-registration | |
| 16 | 04/15h | Raise issue of Risk Assessment with Rules Group | AR |
| 17 | 04/15i | Add item on Event Feedback to next agenda | AR |