

# Events Committee

## Minutes

### 14 November 2009

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#### **The Board is asked for a decision regarding:**

1. The ratification of the updated Competition Rules 2011
2. JCG would like to see a levy system devised so that Junior only events pay a minimal levy in the future
3. The labelling of the £2 discount as a charge for non-members of British Orienteering entering events – also consideration as to whether this should only be charged at Regional and national events.

#### **The Board is made aware of the following significant decisions or issues:**

4. The clarification of the restricted areas (embargo) issue
5. Competition Rules will in future include mapping specification, surveying scales and print scales, this should address some of the recent problems that have arisen
6. The elite and age class Long and Middle British Championships are being combined
7. Rules for eligibility to be a 'British Champion' are being updated
8. British Orienteering Rules of Orienteering 2010 to be finalised and published shortly

#### **The Board is asked to note:**

9. Event Rules are to be re-titled 'Competition Rules' for 2011 publication
10. The Event 'Grid' is to be simplified and published
11. FCC Final situation is to be resolved as quickly as possible
12. Major Event Agreement to be published on the web site once finalised
13. Schedule of work for Rules Group is to be published
14. The North/South issues raised for the 2012 and 2013 JK/BOC are to be investigated to see if a better balance of Major Events can be achieved
15. Competition Rules for the combined BOC Sprint are being developed
16. A schedule of Board/Events Committee/Group meeting is to be produced to align meetings and make decision making more effective

# Events Committee

## Minutes

### 14 November 2009



The meeting was held at the Holiday Inn, Birmingham, commencing at 12:00pm.

#### 1. Attendance, apologies and Chairman's opening remarks

Lyn West (LW)	Chairman
Barry Elkington (BE)	Chairman, Rules Group
Mike Forrest (MF)	Chairman, Major Events Group
Peter Guillaume (PG)	Chairman, Fixtures Group
Sue Marsden (SM)	Chairman, Junior Competitions Group
John Palmer (JP)	Chairman, Elite Competitions Group
Colin Spears (CS)	Chairman, Mapping Group
Mike Hamilton (MH)	Minute taker

Development Committee representative, Ian Webb

International Committee representative, apologies

Helen Errington & Dave Peel, Events Managers

Apologies:

Ranald Macdonald (RM) Chairman, Senior Competitions Group

The Chairman welcomed Helen and Dave to the meeting; members introduced themselves and their role at the meeting.

#### 2. Declarations of Interest

No additional conflicts of interest were declared.

#### 3. Minutes of Meeting of 13 June 2009

The minutes were confirmed as an accurate record of the meeting.

#### 4. Notification of any other business

An issue regarding the scheduling of meetings for discussion under Any Other Business.

#### 5. Review the action list from the previous meeting

Action 6: Map group to consider map scales and query the IOF; this issue has been passed to the IOF and an outcome is expected at the Map Group meeting on 21 Nov.

Action 7: Map Scales, the survey was continued at the Scottish 6 Day, MH to circulate the results.

Action 16: Compass Sport Cup scoring scheme; to be changed for Jan 2010. PG as coordinator on behalf of Senior Competition Group had circulated revised rules to clubs and organisers. A practical problem with the scoring software/results software with one regional

round had been highlighted. PG advised that once these practicalities were resolved, he would be able to inform clubs as to the scoring scheme to be used in 2010.

LW expressed concern that we are only 2 months away from the competition commencing and are not yet in a position to inform people about the scoring scheme to be used.

PG responded by stating that the organisation of the event will not change at all. There was a discussion on the impact on the organisers of the one round with the difficulties of using Emit software. The risks were considered and thought to be low therefore the decision was taken to use the new scoring scheme for 2010.

Action 20: The Rules for 2010 were circulated during July; LW thanked Rules Group for preparing the papers.

## **6. Major Event Rules 2011**

MF: The Board approved the 2010 Event Rules in September and have asked for some changes to be made for 2011. David May has updated the Event Rules and the updated 2011 Event Rules have now been circulated for discussion.

MEG is awaiting these Event Rules in order that they can be attached to the Major Event Agreement. There remains some tidying up of the documents before they are presented to the Board. The updated Rules will be considered at Rules Group on 28th November and presented to December Board meeting for approval.

The definitive list of Major Events includes the Compass Sport Cup and the JK Relay for which Event Rules have yet to be finalised. SCG have ownership of the CompassSport Cup competition with MEG having the responsibility for the delivery of the CompassSport Cup Final.

The Event Rules should be re-titled 'Competition Rules', this was agreed. In addition to Competition Rules there is also a need to provide guidance and good practice regarding other issues that accompany these competitions for example the arena area. It was agreed that changes to 'Competition Rules' would be made for 2011. The Competition Rules should also make it clear that the competitions are run in line with the British Orienteering Rules.

Embargoes remain an issue and it was noted that the term embargo is not used within the British Orienteering Rules. Rules Group believe the responsibility lies with individual competitors to make sure they are aware of any future use of areas for competitions and that it is their responsibility to declare themselves non-competitive if they have an unfair advantage in a competition. Organisers must provide clear information to competitors about embargoes. This topic was hotly debated with members being concerned about how competitors know that an embargo is in place. If this approach is to be adopted it is clear that more information must be made available to competitors.

There appear to be three issues:

1. Provide information to competitors about areas and how long they must stay off it if they are going to remain competitive
2. Make decisions on areas to be used in good time to enable competitors to comply with the Rules
3. Fixture Secs must check for issues/clashes when scheduling events.

Rules will need updating to clarify this.

LW stated that wherever possible British Long and Middle Age class and Elite will be combined. This was agreed and David May is to be asked to join the Competition Rules together into single documents. Members felt that there should still be an option to split these competitions if it should prove necessary.

MF asked that the section in the Competition Rules on the approval of terrain states that a Grade 1 Controller should assess the terrain and this should be changed to the Grade 1 Controller appointed to the Event.

The mapping specification should be within the Competition Rules in addition to the Appendix H: Mapping. There should be explicit information about the scale for surveying and the map print scales at various age classes within the Competition Rules.

Members expressed their thanks to David May for producing the papers he has in such a tight time scale.

There remains a need for the eligibility of competitors to be clarified; for instance BOC is open to members of British Orienteering whatever their nationality. It was agreed that any member of British Orienteering or an overseas federation can compete in a BOC but that the British Champions must be eligible to hold a British Passport in addition to being a National member of British Orienteering.

The topic of visas was discussed and MH explained the change in the Immigration Procedures. If British Orienteering holds an international 'representative' event (such as the World Orienteering Championships) then British Orienteering will need to support the issuing of 'sports' visas to invited overseas competitors entitled to compete. However for all other events to which overseas competitors might enter no visas would be sought and the competitors will need to apply for visitor visas.

It was agreed that the Major Event Agreement should be published on the web site once it is finalised.

## **7. Event Structure Implementation**

### **7.1. Guidelines A & B**

Guideline B is a generic guideline for all long cross-country events and is close to finalisation. Sprint, Middle, Urban and other generic guidelines are still needed. There is some feedback to suggest that a TD5 very short green course for older men and women may be needed.

There followed a discussion regarding the colour coded courses and whether the colours should reflect the 5 TD levels. It was agreed that this issue will not be addressed within this meeting.

There was however agreement that entry to Regional events should be either by colour coded course or by age class. If by age class it was agreed that competitors should be pointed to the appropriate colour coded course.

Draft Guideline B is effective until Dec 2010 but that there remains a question regarding what happens after that date. It was agreed that all Guidelines and Competition Rules should have an 'effective from' and 'to be reviewed date'.

Guideline A: There was a long discussion over the grid produced by LW which clarified the differences between the event levels. It was agreed that the grid should be simplified and the statements about event standards and competition should be removed.

### **7.2. Role of controllers and training of controllers**

MH agreed to provide a short statement to Rules Group identifying the role of the controller encompassing the checking of risk management for an event.

It was recognised that volunteer training, resources and implementation are vital and must be a focus for 2010 and the Event Managers. There is a need to map out the long term vision and how this will be marketed to clubs and members.

## **8. Competition Framework**

Members were made aware of the timetable for the work and informed that the first phase of consultation would be commencing shortly. Members recognised that this is not a 'quick fix' and will take almost a year to complete during which time there is a need to make the current event structure work as effectively as possible.

## **9. Operational Group reports**

### **Home Internationals, Competition (Elite, Senior & Junior), Rules, Fixtures, Map, Major Events**

#### **9.1. Elite Competitions:**

UK Cup and UK Relay Cup are now being coordinated by Duncan Archer and Scott Collier. The situation regarding the FCC final for 2010 is not yet resolved.

#### 9.2. Senior Competitions:

There is considerable debate regarding the Compass Sport Cup/Trophy being raised to being a National Level events but it was recognised that this was a decision that had been made and was not for Events Committee to consider at present. The role of CompassSport Cup/Trophy would be considered as part of the review of the Competition Framework.

#### 9.3. Junior Competitions:

There has not been a meeting since the last Events Committee meeting and there is little to report. There are concerns however regarding the lifting of levy payments for junior only competitions. JCG believe the current system of excluding junior only events from levy is being abused and JCG would like to see a levy system devised so that junior only events pay a minimal levy in the future. PG stated that Fixtures Group has also asked for the system to be reviewed for Jan 2011. LW agreed to raise this matter with the Board.

#### 9.4. Rules Group:

Terms of Reference: Rules Group is very keen to progress this as it is becoming increasingly unclear where the responsibilities of the various Groups now stand. There was real concern with regard to Groups making decisions in isolation from one another, and decisions relating to Rules seen to be being taken outside of the established process. BE agreed that as the Terms of Reference for Rules Group are being reviewed by the Board this matter is now being dealt with.

Controllers: This matter has already been dealt with.

British Orienteering Rules of Orienteering, 2010 update: The current revised draft of the 2010 Rules based on the existing 2007 Rules will undergo a final review at the November meeting of Rules Group in order that, if possible, they can be published and be fully effective from 1st January 2010.

Timetable for publication of new Rules, Appendices, Event Rules, Guidelines: it was agreed that the following would be appropriate:

- All matters that relate to Junior Events to be sent to Junior Competitions Group annually in January for their review and to then await their report back to either the March or June meeting of Rules Group

- All National (Level 1) Events with Event Rules A through to L to be reviewed annually at the June meeting of Rules Group with revisions being implemented at least the year after next. Earlier implementation could take place with the consent of the organising body if practical.

- All other National (Level 1) Events such as the Compass Sport Cup and Trophy Final and The Harvester to be reviewed annually at the November meeting of Rules Group

It was also agreed that a process for communicating changes to the British Orienteering Rules and Competition Rules is required.

Rules Group also recognised that there may well be an impact on the event structure from the proposed Competition Framework consultation that is to commence.

Guideline B - Cross Country: This document is now in a position to be finalised as the Guideline for traditional long distance cross country events.

#### 9.5. Fixtures Group:

PG reported that there had been a good discussion on the on line fixtures system. MH is collecting suggestions from the AFS and will commence a major update in January 2010. This will then move to an annual review process.

Regional events are now being scheduled through FG. FG is now working the agreed arrangement of 12 months ring fencing of Regional events and 12 months rolling additions. This is working.

There is no great interest in the hosting of the Harvester Relays and Peter Palmer Relays other than WMOA for the latter.

The FG meeting requested that Events Committee again advise the Board that the current method of adding the BOF discount as default to membership fees was in fact a disincentive to membership as clubs are now not entering any membership fees for events in the fixtures list. This is unhelpful and FG would rather see this marketed as a £2 charge to non-members. The question of whether it should also just be charged at Regional and nation level events was also discussed but no firm recommendation was agreed. LW

agreed to raise this.

FG had discussed the 'rota' approach to allocating major events. The following general views had been expressed, that it was good to travel round the country, that the current variety offered was good and that hosting events more often in certain areas would be a big drain on volunteer capacity. It was agreed that 'rota' was not the right description and that 'Planner' was better

MF stated that he will contact Assoc FS to find out what is planned for their major events in 2012. MF also expressed disappointment at the JK and BOC both being in the North in 2012 and in the South in 2013.

PG commented that this had been previously raised with SOA who were unable to swap DP queried how this planning fits into the wider strategic plan. LW responded that currently there is no major event strategy; there is a need to produce one as a matter of urgency.

It was agreed that PG will raise the issue with SEOA and NEOA to see if a swap can be arranged so that NEOA move forward to 2013 and SEOA drop back to 2014. DP was asked to liaise with MF and PG before trying to address this problem.

PG stated that he had been landed with the allocating of JEC and that he is working to identify a club to stage it in October 2010; again DP offered to help to resolve this issue. PG stated that he and Pat Martin gave notice to FG that they may retire in the next 12 months.

#### 9.6. Map Group:

The next meeting is to be held later in November but CS wished to report that Robert Dove has the map advisor scheme in operation.

#### 9.7. Major Events Group:

Members endorsed the decision regarding the combined BOC Sprint. Neil Crickmore and David May will be working to produce Competition Rules.

### 10. Board Meeting Reports

#### 10.1. To note any actions from the Board Meetings of 8 July & 23 September

The schedule for the Competition Framework consultation was noted by members.

#### 10.2. To raise any queries regarding the minutes

No issues were raised regarding the minutes.

#### 10.3. To consider how to incorporate work of Event Committee and Groups into the Operational Plan

LW asked group members to liaise with their groups and agree operational plan commitments for 2010.

### 11. Any Other Business

Administration: Members asked if an email could be set up so that any emails sent to 'eventsCommittee@...' would be automatically forwarded to all events committee members. MH agreed to action this as soon as possible.

Scheduling: It was agreed that there is a need to schedule the meeting of Groups and Event Committee with the Board meetings so that they are aligned and that decisions making can take place quickly and effectively. LW to liaise with MH regarding Board and Event Committee meetings.

### 12. Dates and Venues of Meetings

Future meetings will currently be held in Birmingham commencing at 11.30.

Dates for 2010:

Feb 20 can it be 27, June 12 & Nov 6

The meeting closed at 16:50

## Events Committee November 2009

### Action List

<b>Items from the previous Action List</b>		
1. Map Group to inform members regarding the map scales to be used at events	End Nov 09	CS
2. The results of the Scottish 6 Day Survey on Map Scales to be circulated	End Nov 09	MH
<b>Major Event Rules 2011</b>		
3. Event Rules to be re-titled 'Competition Rules' for 2011 publication	Dec 09	BE
4. Updated Competition Rules 2011 to be presented to the Board at the 10 Dec 2009 meeting for adoption	5 Dec 09	LW
5. Rules Group to clarify the situation regarding restricted (embargoed) areas as outlined in the minutes, the responsibilities of competitors and organisers are also to be made clear	Dec 09	BE
6. The elite and age class Long and Middle British Championships will be combined; David May is to be asked to join the Competition Rules together into a single document	5 Dec 09	BE
7. Competition Rules to include mapping specification, surveying scales and print scales	5 Dec 09	BE/CS
8. Rules for eligibility to be a 'British Champion' to be updated	Dec 09	BE
9. Major Event Agreement to be published on the web site once finalised	asap	MF
<b>Event Structure Implementation</b>		
10. The Event 'Grid' to be simplified and published	asap	LW
11. Statement prepared for Rules Group identifying that the role of the controller encompasses the checking of risk management for an event	asap	MH
<b>Operational Group Reports</b>		
12. ECG: FCC Final situation to be resolved as quickly as possible	asap	JP
13. JCG: The issue of Levy for junior only events is to be taken to the Board for consideration	10 Dec 09	LW
14. RG: British Orienteering Rules of Orienteering 2010 to be finalised and published	asap	BE
15. RG: Schedule of work to be published	Dec 09	BE
16. FG: The Board are asked to consider the £2 discount at the December meeting	10 Dec 09	LW
17. FG: The North/South issues raised for the 2012 and 2013 JK/BOC are to be investigated to see if a better balance of Major Events can be agreed		DP
18. MEG: Competition Rules for the combined BOC Sprint are being developed		MF
<b>Any Other Business</b>		
19. An email eventscommittee@.. To be established which forwards all mail to members	asap	MH
20. A schedule of Board/Events Committee/Group meeting to be produced to align meetings and make decision making more effective	Dec 09	LW/MH

## **ACTIONS from previous meetings**

Arising or continuing from previous meetings of Event Operations Committee.

Procedures for the removal of controllers from the list to be developed – Now within the remit of Rules Group	BE
Map Group tasked to consider map scales guidance / rules and query the IOF mapping group regarding their intentions	CS
Independent Adjudication Group to be established to address mapping matters that there may be disagreement over; the who, how, and when will be decided at the next Events Committee meeting <b>Outstanding</b>	LW/MH
WRE for 2010 to be 2 days of the JK and 1 day of the Trossachs event (MEG)	MF
Franchise Agreement for JK and BOC to be implemented for 2011 onwards (MEG)	MF

✓ Completed

→ On-going

**A** Agenda item



## Summary of Event Levels

	<b>Local [L3]</b>	<b>Regional [L2]</b>	<b>National [L1]</b>
Purpose	To provide opportunity to all participants to take part in orienteering at a venue near them and at relatively low cost.	To provide opportunity and competition to those participants that are seeking more challenging courses and opposition	To provide opportunity for those participants that are seeking the highest challenge and competition available across the UK.
Authority over the event – recognising that clubs usually deliver!	Club	Association	British Orienteering or Association(s) for Regional Championships
Target market	Club members and a few orienteers from adjacent clubs Local novice orienteers wishing to gain experience Local newcomers ready to progress from activities	Experienced orienteers in the region prepared to travel for larger events plus some members from adjacent regions Local novice orienteers ready to step up to more formal events	Orienteers who are prepared to travel to race against the best in their age class  Local orienteers who wish to experience a “big” event
Venue	Any suitable area of land	Land offering technical challenge and able to support a range of courses to meet the needs of participants	Land offering high levels of technical challenge and able to support a full range of courses
Courses	Small number of courses	Range of courses appropriate to type of event and expected participants	Full range of courses
Registration	Registered by club fixtures secretary	Approved by Association and registered by Regional Fixture Secretary	Approved and registered nationally through MEG and FG
Officials	Ideal for novice officials with an experienced mentor	Experienced officials	Very experienced officials
Controller – to be reviewed in June 2010	Experienced mentor preferably a Grade 3 controller. All safety aspects must be reviewed by qualified controller or coach.	Grade 2 preferably external to the host club, otherwise an experienced Grade 3 external to host club and endorsed by regional association	Grade 1
Entry	Entry on the day	Pre-entry or entry on the day or a mix as decided by the organising club	Pre-entry to competition courses

	Entry by course	Entry by course and by age-class to nominated course	Entry by age class
Results	Results by course with age class against name	Results by course with age class against name Where entries are taken by age class, results displayed by age class on the nominated course	Results by age class
Map	Clear map fit for purpose	Recent survey, map of good clarity, good quality printing and paper	Recent survey, mapped to ISOM 2000 and produced in accordance with Appendix H
Printing	Method decided by club  Overprinted courses or master map system	Method agreed by Regional Association  Overprinted courses	Offset litho unless alternative agreed by Map Group Overprinted courses

All events shall be run to current British Orienteering Rules.

Competitions will be staged at events and these shall be run in accordance with the appropriate competition rule in force at the time.

The safety of participants is important to British Orienteering. A risk assessment must be conducted with mitigation for identified hazards

First Aid cover should be appropriate for the event location and expected participants

Events should have appropriate parking provisions for the expected number of participants

Toilet facilities should be appropriate for the event location and expected participants

Pre event publicity must state clearly what courses are on offer and what facilities will be available.