

Meeting of
EVENT OPERATIONS COMMITTEE
held on Saturday 24th April 2004 at the Great Barr Hotel, Birmingham

Management Committee is asked to ENDORSE:

04/03 The appointment of Chairmen for Rules Group, Fixtures Group, Map Group and Elite Competitions Group.

Management Committee is asked to NOTE:

04/02 The need to consider the provision of funds for implementing ideas.

04/02 The progress made in reviewing the Roles and Responsibilities of the Committee and its associated Groups.

04/06a The review being undertaken of Major Event monitoring.

04/06b The actions agreed to improve junior competition.

04/06c The assistance being offered to the Home Nations regarding the VHI relay.

04/06e The need for a committed individual or group to progress Trail-O.

04/06g The decision to set up a "one-stop web page" for distribution of all guidelines relating to events.

Minutes of the meeting of
EVENT OPERATIONS COMMITTEE
held on Saturday 24th April 2004 at the Great Barr Hotel, Birmingham

PRESENT:

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

In attendance:

Alex Ross (Executive Officer)

04/01 Apologies and Courtesies

Apologies from John Palmer (Elite Competitions Group).

04/02 Roles and Responsibilities

The document detailing the Roles and Responsibilities of the Committee and the Groups within it was discussed responding to input from those individual Groups. The detail and language of the document was reviewed with the aim of clarifying and harmonising the content prior to further circulation. Some issues were identified which will be discussed with the relevant Groups. Funding for implementing ideas was also raised as an issue for discussion at Management Committee.

Action AR

04/03 Approval of Chairs

The nominations of Barry Elkington (Rules Group), Peter Guillaume (Fixtures Group), Erik Peckett (Map Group) and John Palmer (Elite Competitions Group) were approved.

It was agreed that Doug Kennedy (Environment) would attend when either he or the Committee felt it necessary and that Sophie Furness (Marketing) would attend the final meeting of each year and other meetings when appropriate.

04/04 Reports from Operations Groups

a) Home International Group

Individual team managers will become correspondent members of the relevant Competition Group with the team manager from the next hosting nation being invited to appropriate meetings. The nations will have access to Event Operations Committee through the Executive Officer.

b) Elite Competitions Group

A meeting is scheduled for 17th June 2004.

c) Senior Competitions Group

This group has yet to be established. A representative from Fixtures Group, Richard Sharp, has been identified.

d) Junior Competitions Group

A meeting is planned for the autumn.

e) Rules Group

The minutes of the March meeting were noted. It was agreed to attempt to identify representatives from Rules Group for each Competition Group.

Action AR

f) Fixtures Group

The minutes of the February meeting were noted. It was agreed that Major Event registration forms should be added to the website. The funding for upgrades to the database would be referred to Management Committee.

Action AR

g) Map Group

There was concern that map advisors were being declared non-competitive and this was having an effect on their ability to volunteer. It was agreed that provided they were not involved "on the ground" then their competitiveness would not be affected.

It was noted that map group considered that laser printed maps had not yet reached a suitable standard to be used at major events.

h) Major Events Panel

This was discussed under item 04/06a

04/05 Reports from Management and Development Committees

- a) Management Committee: Members noted items on WC 2005, the funding and recruitment of Regional Development Officers, the support for the proposal to bear all the costs of Association representation on BOF Committees and Groups and the dangers of e-coli 0157

- b) Development Committee: The items on incentive schemes, the regional event experiment and the British Junior Orienteering Championships were discussed. Simplification of the badge scheme for juniors was seen as a priority. There was some concern regarding the lack of consistency between the experiment and the present guideline for regional events. The possibility of holding a combined British Championships in April needs to be followed up.

Action PG

04/06 Individual Items:

a) Major Events

Mike Richardson provided an overview of future events expressing some concern over the lack of timely information that was available in order to monitor these events. There was a discussion on the availability and use of sanctions and it was felt that this might be more appropriate as a Management Committee responsibility. It was agreed that a suitable programme for monitoring needs to be established for the future perhaps making more use of Association resources.

Action AR/MR

b) Junior Relays / BSOC / FCC

A paper provided by Keith Marsden expressing some concerns over the above three items was discussed.

It is felt that relay competition at junior level does not provide a structure to encourage junior development. It was agreed that Junior Competitions Group would provide proposals for suitable changes.

Action SM

A number of top juniors are prevented from taking part in BSOC, thus being unavailable for selection for International Schools Competitions. It was agreed to pursue this with the BSOA to see if a suitable solution can be found.

Action AR

The diminishing number of juniors is making qualification for the FCC Final easier to achieve. One possibility for maintaining the prestigious nature of the event would be to reduce the number of available places. It was agreed that Junior Competitions Group would examine this and other possibilities

Action SM

c) VHI Proposal

The Home Nations have asked for help in establishing an appropriate relay format for an expanded VHI (to include 35s). It was agreed that Rules Group would examine some possible options.

Action BE

d) Junior Course Lengths

Some inconsistencies in the provision of suitable lengths of junior courses at different levels of event have been identified. Barry Elkington has formed a group to look at this problem.

e) Trail O

It was agreed that without a committed individual or group it would be difficult to establish a suitable competition structure without imposing on an already stretched organisation. It was agreed to approach some individuals who might be interested.

Action EP

f) British Night Championships

Information provided by Derwent Valley Orienteers on an incident at BNOC was discussed. It was agreed that Rules Group would examine the evidence to establish whether any changes to the organiser's guidelines were required.

Action BE

g) Event Guidelines

There was discussion over the distribution of guidelines for various competitions on a number of separate web sites. It was agreed that a "one-stop shop" was needed.

Action AR

04/07 Reporting and Actions

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

- a) Event Guidelines: a single source of all materials relating to the provision of events would be established on the BOF website.
- b) Monitoring Major Events: it is intended to strengthen the process for the monitoring of Major Event provision.
- c) Junior Course Lengths: a group is looking at the appropriateness of course lengths on junior courses across the variety of events.
- d) Event Officials: it is intended to create a database of event officials with a view to identifying the recruitment and training needs of such officials.

04/08 Any Other Business

It was noted that the article requesting feedback on the CompassSport Cup had not appeared on the website. It was agreed to remind the webmaster of the need for this to be included.

Action AR

04/09 Dates and Venues of Future Meetings:

September 11 th	Birmingham	12 noon
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ACTIONS

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

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|----|--------|---|-------|
| 1 | 04/02 | Provide Operations Groups and Event Operations Committee AR with updated Roles and Responsibilities | |
| 2 | 04/04e | Add item on representation by Rules Group to next agenda | AR |
| 3 | 04/04f | Raise upgrade of fixtures database at next Management AR Committee. | |
| 4 | 04/05b | Establish possibility of holding BOC 2005 in April. | PG |
| 5 | 04/06a | Review monitoring procedure for Major Events. | AR/MR |
| 6 | 04/06b | Examine and submit proposals for junior relay competition. | SM |
| 7 | 04/06b | Liaise with BSOA over entries to BSOC. | AR |
| 8 | 04/06b | Examine possibilities for revitalising competitive nature of FCC. | SM |
| 9 | 04/06c | Use Rules Group expertise to provide some proposals for BE expanded VHI Relay competition. | |
| 10 | 04/06e | Contact individual who may be interested in progressing Trail- O. | EP |
| 11 | 04/06f | Rules Group to examine evidence on BNOC incident to see if BE guidelines need amendment. | |
| 12 | 04/06g | Liaise with webmaster over provision of a one-stop web page for all types of guidelines. | AR |
| 13 | 04/08 | Remind webmaster of need to add feedback questionnaire on AR Compass Sport Cup to web news. | |