

Fixtures Group Minutes

Saturday 18th October 2008 - Birmingham



1. **Opening Remarks** The Chairman welcomed all to the meeting.

2. **Present:**

Peter Guillaume (PG)	Chairman
Pat Martin (PM)	Secretary
Mike Cope	YHOA
Richard Sharp	SCOA
Brian Hughes	WOA
Paul Caban	SOA
Richard Tiley (RT)	NWOA
John Shucksmith	SWOA
Clive Coles	EAOA
Philip Gristwood	SEOA
George Chambers	WMOA
Lyn West	Chair Events Committee
Mike Forrest (MF)	Chair Major Events Group

3. **Apologies:**

Ian Whitehead	EMOA
Violet Linton	NIOA
Barry Young	NEOA
Mike Hamilton	Chief Executive British Orienteering

The Chairman welcomed Mike Cope (YHOA) to his first meeting, Lyn West and Mike Forrest.

4. **Declaration of Any other Business**

- a. Nopesport Urban League 2009
- b. Event Publicity

5. The minutes of the Fixtures Group meeting on 15th March 2008 were agreed to be accurate.

6. **Matters Arising from the Minutes and Previous Actions not covered elsewhere**

Item	ACTIONS Fixtures Group Saturday 15th March 2008	Completed
7	(vi) It was reported that the Events Review group believed that in some Associations, clubs were being prevented from staging events by the Association. None of the persons present at the meeting felt this was an issue or were aware of this. ACTION: Fixtures Chairman to contact Events Review Group for evidence of this so that the issue can be taken up with the relevant Associations. (vii) Fixtures Group felt that the new structure should be fully implemented from 2009, otherwise the impetus for this would be lost. ACTION: Chairman to contact Rules Group to request the various guides are progressed to facilitate this.	None Forthcoming Draft Guides published
8	ACTION: A club to host the 2009 British Sprint Championships is required. (ix) It was queried if the current British Night Championships would be Level 1 ACTION: Peter Guillaume to check with Major Events Group	See minutes BNOC is Level 1
9	(iv) It was queried if the current Regional Night Championships would be Level 1 or Level 2 ACTION: Peter Guillaume to check with Major Events Group Area Championships 2009 ACTIONS: a. Richard Sharp to confirm his verbal report that TVOC are happy to allow HH to take on the Southern Championships	Regional Night Camps Level 2 Agreed

	<p>b. Philip Gristwood to ask HH if they will host the Southern Championships in 2009</p> <p>c. George Chambers to confirm by email with WCH that they do not wish to upgrade their event and host the Midland Championships in 2009. The proposed date 29th November 2009 is unsuitable as it clashes with the annual M/W16 Coaching weekend at YMCA Lakeside.</p> <p>d. Peter Guillaume to ask if BOK will host the Midland Championships as part of their National event on 3rd May 2009 if WCH formally drop out.</p> <p>Area Championships 2010</p> <p>ACTIONS:</p> <p>a. John Shucksmith to ask NGOC if they if they wish to upgrade to National status to host the Southern Championships.</p> <p>b. Dawn Watson to ask EPOC if they wish to upgrade to National status. If not, to see if another YHOA club wishes to host.</p> <p>c. Brian Hughes to clarify date for Welsh Championships.</p>	<p>Agreed</p> <p>WCH are to host 2009 Midland Champs</p> <p>Not required</p> <p>Agreed</p> <p>See minutes</p> <p>Completed</p>
11.	ACTION: All fixture secretaries to email Pat Martin with 2010 Regional event requests	Completed
12	Compass Sport Cup 2009 ACTION: All fixture secretaries to email Peter Guillaume 2009 dates.	See minutes
13	Yvette Baker Trophy Rounds 2008 ACTION: All fixture secretaries to email Peter Guillaume 2008 dates.	Completed
16	George Chambers suggested that a date in the Fixture List be designated a National Development date when Clubs and Associations could organise courses. This was felt to be a good idea. ACTION: Chairman to raise with Development Committee	Action required from PG

6) British Orienteering Meeting Guidelines

The document had been circulated to all members of the Group. The process for making decisions by email was noted.

7) Events Review

Current Situation

PG summarised the current situation. 2009 was year of transition with the new Levels being fully operational from 2010. Clubs have established the large majority of their fixtures for 2009 based on agreed Regional events. The full implications of the new Levels would not be known until the Ranking Review reported in early 2009 and a decision made over implementation. Ranking points would have an influence over the marketability of an event. The non availability of the on line fixtures database was also a constraint, with the lead time for testing and training.

It was an issue for clubs to decide if they wanted their events to be Level 2 or 3, subject to them conforming to the new Guidelines and a suitable date in the fixture calendar. The Group then discussed the issues in detail.

a. New BOF Guidelines

The Group discussed the new DRAFT Guidelines A and B. They made the following observations to be taken to Rules Group/Events Committee. It was noted that these were working documents and had been published at an early stage to solicit feedback. Readers should check version dates to ensure they are consulting the latest version and not rely on printed copies.

Observations/Queries

i) It was queried what the Level was for the Harvester, British Schools Score and Championships, Peter Palmer Relay and Compass Sport Cup first round and Yvette Baker Trophy Cup Final. Mike Forrest felt that the Harvester should be Level 2.

ACTION: Take to Events Committee for clarification. The Junior Events may be deferred back to Junior Competitions.

ii) Controllers

The number of controllers required for Level 2 events was felt to be a constraint on events being held at that standard. It was queried if the controller level would have to be mandatory. There was concern that there would not be enough Level 2 controllers for Level 2 events and that if a controller was required for all Level 3 events currently registered on ER1S forms for 2009, then either Level 3 controllers would be very busy or some vents might have to be cancelled

ACTION: Seek clarification and raise with Rules Group

iii) Embargo

It was queried if the 2 year embargo rule was practical or necessary. This put considerable restrictions on coaching activity and local events. [The paragraph could be reworded to include that any person who had taken part in any orienteering activity on the area in the embargo period should not take part in the planned event – PG]. Similarly, it was mentioned that even having a mandatory one year embargo on Level 2 events will deter the number of these too, and similarly impact on coaching/training opportunities.

ACTION: Seek clarification and raise with Rules Group

iv) Event Quality

There was concern that there were no quality standards written into the Guideline. The Group queried what methods would be used to monitor the quality of Level 2 events. The Group requests that quality standards are added to the guideline.

ACTION: Seek clarification and raise with Rules Group

v) Guideline A

Paragraph 4.6 opening sentence to be reworded "The programming of Regional Events will overseen by the Regional Association Fixture Secretaries, who

ACTION: Seek clarification and raise with Rules Group

vi) Local Activities & Coaching

The Group felt that the current process of registering Local Activities and Coaching using the present forms worked well and could see no reason for the section titled Orienteering Activities (Paragraph 6) in Guideline A. They would need to be included in the new on line fixtures registration system.

ACTION: Seek clarification and raise with Rules Group

b. Fixtures- on line registration

A further updated version was made available on 10th October 2008, for testing to PG, PM and RT, who had meet with Mike Hamilton in May to discuss improvements. They are providing feedback to Mike Hamilton on this. The lack of progress was an issue of concern. The possible development timeline is:

- i) Testing - current version being tested by PG, PM and RT, leading to a live version by year end 2008.
- ii) Training and further testing - 2009 once a working version is available. It was recognised that training is required down to club level which is a large work area.
- iii) Implementation - mid 2009.

There is some suggestion that the development is being limited because of the budget for this.

ACTION: The Chairman to take a recommendation to Events Committee to go to BOF Board that more finance should be made available for this. It is essential to the sport that it is a good working product and represents a serious risk to the sport if not developed properly.

[Lyn West said she would take this to the BOF Board on Wednesday 22nd October 2008].

It was also recognised that the new event Levels could not be implemented or shown in the fixtures list until this is completed. The current database would need updating for the new levels to be shown in it. This also would be at a cost. A decision had been previously made that no further expenditure would be made on the current system. Therefore the introduction of the new structure was constrained firstly by the new on line system being available and the subsequent training down to club level to bring it to a live status.

c. Ranking Review

The BOF Board have now formed a Ranking Workgroup that will report early next year. The terms of reference were published on the BOF web site.

PG had corresponded with the Workgroup lead highlighting that outcome will directly effect the attraction and marketability of events.

Fixtures Group also felt that the full implications of the new levels would not be properly understood until the Workgroup had reported and the recommendations agreed.

ACTION: Association Fixture Secretaries to advise clubs of the issues discussed and clubs to forward their views to the Rankings Workgroup.

d. Agreement on fixtures management process for the future including proximity of Level 2 events. Under the current system Level 2 events have to be a 100 miles apart. Under the new system there will be many more Level 2 events and this is unlikely to be workable. Level 2 is not restricted to Cross Country events and can include Sprint, Middle and Urban races.

The Group discussed this. There was a wide divergence of view. Each representative spoke and PG also summarised written submissions via e-mail from outside Fixtures Group.

Issues raised included:

The proximity issue related more to time of travel than distance, scheduling as far in advance for Level 2s is not practical, that the 100 mile limit should remain, that it be reduced, that each Club should be allowed one protected event date and then secondary bids could be made, Level 2 will be restricted by the lack of Level 2 controllers and that market forces would dictate.

It was felt that by not having a limit quality would be forced up.

The Group agreed the following:

- i. Bids would have to be made at least 12 months before the event, thus providing some protection to clubs and no further Level 2 events would be added in the period if these were objected to.
- ii. At each Fixtures meeting [twice yearly], the Level 2 event plan would be rolled forward a further 6 months, thus the future event list would show at least 18 months of planned Level 2 events.
- iii. [Level 2 bids taken at the meeting up to June 2010]
- iv. Fixtures would manage the Level 2 bids and would work together to negotiate out clashes.
- v. The list would be formulated with a policy of fairness and equality of fixture opportunity to all clubs.

ACTION: Association Fixture Secretaries to advise clubs of new process and review fixtures against the Level 2 criteria and submit any further bids up to June 30th 2010.

8) Major Events (Level 1) 2009 to 2011 as per Major Fixtures List

Mike Forrest gave an overview of the Major Events Group, membership and role. His main aims were to have major event locations identified as early as possible, to allow him to have a controller put in place to regularise decision making.

The date of the event, the club and an outline of the area should be made available as soon as possible.

ACTION: All Association Fixture Secretaries to secure information for Major Events as early as possible to assist this.

9. Major Events 2008 – 2012

These were reviewed and updated. Planners were updated and added to as per the below list

AIRE have offered to stage the British Age Class Sprint Championships sometime in the future

ACTION: PG to suggest a year

Note: Item marked in **yellow** for 2009 and 2010 have not been finalised, host Association from rota or a host is required

2009		
British Night Championships	SEOA	24 th January 2009
Welsh Championships	SWOC	14 th February 2009
National - Southern Championships & Interland	HH	22 nd February 2009
British Orienteering Championships & Relays	SCOA	28 th Feb/ 1 st March 2009
British Elite Orienteering Championships (L)	???	???
Compass Sport Cup First Round	ALL	29 th March 2009
British Age Class Sprint Championships	FVO	4 th April 2009
JK	NEOA	10 th - 13 th April 2009
National - Northern Championships	LOC	19 th April 2009
Future Champions Cup Final Middle	NGOC	2 nd May 2009
National, Future Champions Cup Final Long	BOK	3 rd May 2009 (Triple O 7)
British Sprint Championships	NOC	9 th May 2009
British Orienteering Middle Championships and Elite Middle Championships	LEI	10 th May 2009
National & Scottish Champs	SOA	23 rd May 2009
Harvester	???	???
Peter Palmer Relay	WMOA	27 th September 2009
National Event	AIRE	12 th Sept. 2009
Junior Home International	WOA	5 th /6 th September 2009
Junior Inter Regional Championships	NIOA	12 th – 13 th September 2009
Senior Home International	NIOA	3 rd /4 th October 2009
British Schools Score	SOS	Saturday 10 th October 2009
Compass Sport Cup Final	LEI	18 th October 2009
Veteran Home International	EMOA	14 th /15 th November 2009
British Schools Champs	NATO	22 nd November 2009
Yvette Baker Trophy Cup Final	SO	6 th December 2009
Midland Championships - Beaudesert	WCH	13 th December 2009

2009 ISSUES

Harvester – No offers were made for the 2009 event.

ACTION: PG to place article on BOF news and an article in Focus

2010		
Compass Sport Cup First Round		24 th January 2010
Northern Championships	SYO	31 st January 2010
Southern Championships	NGOC	21 st February 2010
British Night Championships	SOA	6 th March 2010
Welsh Championships (L2)	WOA	7 th March 2010
Midland Championships	LEI	21 st March 2010
JK	SWOA	2 nd – 5 th April 2010
British Elite and Age Class Middle Distance Orienteering Championships	NWOA	17 th / or 18 th April 2010
British Elite Sprint Orienteering Championships	NWOA	17 th / or 18 th April 2010
Future Champions Cup Final	SOA ???	24 th /25 th April 2010 ???
British Orienteering Championships & Relays	WMOA	1 st /2 nd May 2010
British Elite Long Orienteering Championships	WMOA	1 st /2 nd May 2010 ??
Harvester	MV ??	9 th May 2010 ??
Scottish Championships (L1)	SOA	29 th May 2010
British Age Class Sprint Championships	BAOC	13 th June 2010
Junior Inter Regional Championships	WOA	11 th & 12 th September 2010
Peter Palmer Relay	???	26 th September 2010
Junior Home International	SOA	13 th & 14 th November 2010
Senior Home International	SCOA	
British Schools Score	PFO/ SELOC	Saturday 9 th October 2010
Compass Sport Cup Final	SYO	17 th October 2010
Veteran Home International	SBOC	2 nd /3 rd October 2010
British Schools Champs	SEOA	21 st November 2010
Yvette Baker Trophy Cup Final	WMOA	5 th December 2010

2010 ISSUES

SCOA said they could not host the Senior Home International. Offers requested from other Associations. **ACTION:** PG to follow up.

SEOA to confirm previous email offer to host Harvester

2011		
Midland Championships	EAOA	February
Northern Championships	NEOA	
Southern Championships	SCOA	
Welsh Championships (L2)	WOA	
British Night Championships	WMOA	12 th March 2011*
Compass Sport Cup First Round		
British Orienteering Championships & Relays	YHOA	26 th -27 th March 2011
British Elite Long Orienteering Championships	YHOA	26 th -27 th March 2011
British Elite and Age Class Middle Distance Orienteering Championships	SEOA	10 th April 2011
British Elite Sprint Orienteering Championships	SEOA	9 th April 2011
JK	NIOA	22 nd – 25 th April 2011
British Age Class Sprint Championships		
Future Champions Cup Final		
Scottish Champs		
Harvester		
Junior Inter Regional Championships		10 th & 11 th September 2011
Peter Palmer Relay		25 th September 2011
Junior Home International		
Senior Home International	SWOC	

British Schools Score	SCOA	8 th October 2011
Compass Sport Cup Final	DVO	16 th October 2011
Veteran Home International	SOA	
British Schools Champs	EMOA	20 th November 2011
Yvette Baker Trophy Cup Final	NEOA	4 th December 2011

[* Added post meeting by PG]

ACTION: All for bids or host clubs and proposed dates

2012		
British Night Championships		
British Elite and Age Class Middle Distance Orienteering Championships	EBOR	24 th & 25 th March 2012 *
British Elite Sprint Orienteering Championships	EBOR	
JK	SOA	6 th – 9 th April 2012
British Orienteering Championships & Relays	NWOA	5 th – 6 th May 2012
British Elite Long Orienteering Championships	NWOA	5 th – 6 th May 2012 ???
British Age Class Sprint Championships		
Midland Championships	WMOA	
Welsh Championships		
Northern Championships	NWOA	
Southern Championships	SEOA	
Scottish Championships		
Future Champions Cup Final		
Harvester		
Junior Inter Regional Championships		
Peter Palmer Relay		
Junior Home International		
Senior Home International		
Veteran Home International		
British Schools Score	WMOA	6 th October 2012
Compass Sport Cup Final	SOA	14 th October 2012
British Schools Champs	NWOA	18 th November 2012
Yvette Baker Trophy Cup Final	SWOA	9 th December 2012

[* Added post meeting by PG]

ACTION: All for bids or host clubs and proposed dates

10) Regional Events (Level 2) 2008 to 2010 - Changes and additions to planners
Planners were updated up to June 2010

11) Compass Sport Cup first round 2009
The planner was updated.

12) UK Cup, Future Champions Cup and Selection races 2008
PG had prepared a list. Clubs have been approached and agreed to host these events.

ACTION: PG to circulate to all Association Fixture Secretaries.

14) Coaching registrations and Local Activities

(a) Coaching

Some recent difficulties have been experienced with the registration of coaching activities. A current list of Fixture Secretaries has been prepared and circulated/will be to all Coaches via Coaching News and Regional Squad Managers via BOF Office.

The policy wording being:

The policy is that coaching activities run by a licensed coach should be registered on an ER1C form and must go via the Association Fixture Secretary for the Association where the coaching is taking place (list attached). This is everything from club coaching to British Orienteering Tours. They must not go direct to British Orienteering Office. The only exception would be coaching outside the UK.

13) Any other business

(a) All Fixture Secretaries are asked to advise their clubs, again, that their local events must be registered on an ER1 if they wish it to be published in the National list on the BOF web site.

(b) PG had corresponded with Stewart Caithness (SC) who confirmed that there would be a Nopesport Urban League in 2009 and that he would coordinate the dates. He requested that proposed dates be forwarded to him.

ACTIONS: (1) PG to circulate contact details of SC to all Association Fixture Secretaries
(2) Association Fixture Secretaries to send proposed dates to Stewart but also copy in all other Association Fixture Secretaries and the Fixtures Secretary.

14) Date of next meetings: Saturday 21st March 2009 [Confirmed] and Saturday 17th October 2009 [To be confirmed] (lunch at 12.15pm, for a 12.30pm start)

Item	ACTIONS Fixtures Group Saturday 15th March 2008	Completed
c/f 16	George Chambers suggested that a date in the Fixture List be designated a National Development date when Clubs and Associations could organise courses. This was felt to be a good idea. ACTION: Chairman to raise with Development Committee	Action required from PG
7ai	Event Levels It was queried what the Level was for the Harvester, British Schools Score and Championships, Peter Palmer Relay and Compass Sport Cup first round and Yvette Baker Trophy Cup Final. ACTION: Take to Events Committee for clarification. The Junior Events may be deferred back to Junior Competitions.	
7a ii to vi	Controllers/Embargos/New Guides Various Issues to be raised with Rules Group/Events Committee	
7b	ACTION: The Chairman to take a recommendation to Events Committee to go to BOF Board that more finance should be made available for this. It is essential to the sport that it is a good working product and represents a serious risk to the sport if not developed properly. [Lyn West said she would take this to the BOF Board on Wednesday 22nd October 2008].	
7c	Rakings Review ACTION: Association Fixture Secretaries to advise clubs of the issues discussed and clubs to forward their views to the Rankings Workgroup.	
7d	Event Proximity ACTION: Association Fixture Secretaries to advise clubs of new process and review fixtures against the Level 2 criteria and submit any further bids up to June 30 th 2010.	
8	Major Events ACTION: All Association Fixture Secretaries to secure information for Major Events as early as possible to assist this.	
9	2009	

	Harvester – No offers were made for the 2009 event. ACTION: PG to place article on BOF news and an article in Focus 2010 SCOA said they could not host the Senior Home International. Offers requested from other Associations. ACTION: PG to follow up. SEOA to confirm previous email offer to host Harvester 2011 ACTION: All for bids or host clubs and proposed dates	
12	UK Cup/ FC Cup/Selection Races ACTION: PG to circulate to all Association Fixture Secretaries.	
13b	ACTIONS: (1) PG to circulate contact details of SC to all Association Fixture Secretaries (2) Association Fixture Secretaries to send proposed dates to Stewart but also copy in all other Association Fixture Secretaries and the Fixtures Secretary.	

Rotas

Not part of the minutes but added for information and forward planning

Junior Events

	British Schools Score Champs			British Schools Championships			Yvette Baker Trophy		
	Region	Assoc	Club	Region	Assoc	Club	Region	Assoc	Club
2008	Midlands	EMOA	NOC	South	SCOA	BKO	Midlands	EAOA	NOR
2009	Midlands	EAOA	SOS	North	NEOA	NATO	South	SEOA	SO
2010	North	NWOA	PFO/ SELOC	South	SEOA	Offered	Midlands	WMOA	
2011	South	SCOA		Midlands	EMOA		North	YHOA*	
2012	Midlands	WMOA		North	NWOA		South	SWOA	
2013	North	NEOA		South	SCOA		Midlands	EMOA	

* Note change to YHOA from NEOA so that YHOA do not have a commitment to a Junior Event every year 2014 to 2016.

Area Championships

	2009	2010	2011	2012	2013
North	NWOA	YHOA	NEOA	NWOA	YHOA
Midland	WMOA	EMOA	EAOA	WMOA	EMOA
South	SEOA	SWOA	SCOA	SEOA	SWOA
Scottish	SOA				
Welsh	WOA				
Irish	NIOA				