



## INTERNATIONAL COMMITTEE MINUTES (25/04/09)

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Minutes of the meeting of  
**INTERNATIONAL COMMITTEE**  
Held on 25<sup>th</sup> April 2009 at British Orienteering Office.

**09/01 Present:** Dave Harrison (Chair), Gareth Candy (Int Programme Director), Sarah Hague (Talent Manager), Helen Pearce (volunteer), John Rocke (Athlete Rep), Ed Nicholas (Board member), Tony Carlyle (volunteer) and Hilary Bloor (Secretary).

**09/02 Apologies for Absence:** Helen Bridle (Athlete Rep), Jon Cross (volunteer) and Mike Hamilton (Chief Executive)

**DH - Welcomed the new World Class Staff:**

Gareth Candy - Int Programme Director

Sarah Hague - Talent Manager

Kim Baxter - Lead Physiotherapist.

**09/03 Minutes of the meeting held on 6<sup>th</sup> December 2008**

These were accepted as a true record.

**09/04 Matters Arising**

All actions had been completed with the exceptions of the following:

**08/16a Disaster Management Plan** – Is at a DRAFT stage with just a couple of adjustments needed. **Action: MH.**

**08/16a British Orienteering General Appeals procedure**

Document circulated before the meeting. After discussion a couple points were raised:

The list of people to contact in the event of an appeal needs clarity.

A procedure for selection meeting minutes was needed and who they

should be sent to. **Action: GC/DH**

**08/16 Template for staff reports** – not received. **Action: DH/JC**

**08/22 Filling volunteer vacancies on IC** – all filled. Welcome to the new volunteers: Helen Bridle and Tony Carlyle.

DH briefed the meeting that Helen has agreed to take-on the role of Athlete Rep on the basis that she is happy to review papers and provide comment/input as needed, plus to gather relevant feedback from other athletes to make sure their views are represented. Due to her commitments as an athlete Helen has made it clear that it is very unlikely that she will be able to attend meetings where this involves significant travel solely to attend the meeting (rather than, for instance, the meeting being adjacent to something she is attending anyway) - she will however make best efforts to provide feedback in advance and/or join by phone for any meetings where that is appropriate (e.g one of the 2009 meetings is scheduled to be a teleconference). DH and JC have agreed that this approach should be fine provided we are still getting any necessary feedback in advance of meetings where Helen cannot join. DH said that he felt that it was very positive that Helen had agreed to take on the role – many thanks to her.

**08/32 Creation of an Elite Athlete Development Pathway discussion group.**

DA has been working on this and it is now ready to be used for the Start summer tours.

A discussion group to be started, consisting of GC, SH plus specialists.

It was suggested that we have a Regional Squad meeting to involve them more with the EADP.

**Action GC/SH**

**08/32 Development of Regional/Talent Squad Structure**

5 clubs were selected: SYO, BOK, SARUM, BARRO and WCOC. Initial meetings with SYO and BOK have taken place. **Action: GC**

**08/35 Formal role descriptions for Start TM's and Coaches.**

A paper was circulated which was mainly written for Summer Tours however it would be very useful for all tours, some minor changes to be suggested by HP. Suggested that we put it on the BOF websites and send out to all TM. **Action: HB/HP**

**08/35 Central record system for physical test results.**

Suggest it should be a system for 'athlete tracking' rather than just for test results.

Which should including headings like: list of athletes / EADP categories / including illness and injury etc using a red/amber/green warning system.

This should also include centralising and logging of monthly athlete communications.

Main athlete contact to be allocated. This person would enter athlete communication into the database.

Develop a Sharepoint system for central records including logging of athlete communications. **Action GC/MH**

**09/05 International Committee Terms of Reference**

Update TOR with the latest WC staff / volunteers and publish on the BOF website. **Action: HB**

**09/06 International Programme Staffing Structure and Recruitment**

IPD - Gareth Candy was appointed in Dec 08 and started on 1<sup>st</sup> January 2009.

Performance Coach – No-one was appointed.

Talent Manager - Sarah Hague was appointed in April 09 and will start mid-May 09.

Lead Physiotherapist – Kim Baxter was appointed in April.

A decision will be announced shortly re Performance Coach. **Action: Interview Committee**

**09/07 Programme Director's Status Report** – moved to the end of the meeting.

**09/08 Selection Process, Authority and Responsibility. Paper produced HP.**

A discussion took place.

Summary:

- All selection decisions stop with GC. All selections are made with GC with input from a panel of advisors.
- All appeals to be directed to the Chief Executive.
- The number of advisors was questioned? 8 was too many; suggested
- 'Up to 8 advisors'.

Criteria for advisors was needed; suggestions included;

- Coaching background
  - Ex athlete / International experience
  - With a spread of ages / gender / geographical.
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- Timings of the National Talent Squad Selection: May / September / January?
  - Suggested that athletes maybe added continuously to the Squad
  - Central recording system – see previous item 08/35

Paper to be updated and a draft circulated. **Action HP**  
 Selection Policy and advisors to be looked at before Sept 09.  
**Action DH/GC**

This will be used to select the new Squad. **Action HP/GC**

**09/07 Programme Director's status Report – see attached paper**

GC updated the IC incl:

- WSP Implementation
- 2009 Plans
- Funding and Budgeting
- Planning weekend
- Update on case conferences

GC will aim to have in place post WOC the following:

- Talent projects
- Centres of Excellence in Edinburgh and Sheffield
- Central Records
- Athlete contracts

**Performance Coach:**

Alternative arrangements have been put in place until after WOC.  
 Martin Bagness: coach for Hungary Camp and Scotland training camp  
 GC is the main athletes contact and has had case conferences with all the senior athletes.

**WOC Selection Races;**

GC asked why the IPD should be organising the WOC Races?  
 The committee questioned the timing of the races.

Evidence to be sorted re: peaking **Action GC**

Athlete consultation including 'peaking' evidence.  
 Potential future scenarios to be developed and circulated so that a decision for 2010 can be made before September 09. **Action GC**

GC described how the sections of the Squads would fit together.  
 Long discussion took place, no decisions were made.

However, it was agreed that to continue discussions outside the meeting, particularly with respect to interacting with regional/club squads. Both HP and TC expressed a particular interest and willingness to be involved in further discussions around the development of interfaces with the regional squad system.

<b>2010 Squad</b>	<b>Support/Squad</b>	<b>Events/Activities</b>
<b>Club and Regional Talent</b>	Support Clubs and Regions rather than athletes Focus on Coach development to allow better delivery to talented athletes	Training camps. Domestic and International. Coach Development Workshops
<b>National Talent</b>	TASS 16-28 Winning Students Athletes given individual support Athletes who are identified as future medal prospects	JWOC EYOC WUOC JEC Eurometing Athlete development training camps
<b>Performance Squad</b>	Greater level of Individual athlete support (TASS/Winning Students 'topped up')	WOC Specific WOC preparation, 'performance' camps World Games EOC Nordics World Cup

**08/37 AOB**

**08/37 Proposed dates for next meeting**

Saturday 19<sup>th</sup> September (BOF Office)

Saturday 5<sup>th</sup> December (proposal is that this one is a teleconference)