

**MINUTES OF A MEETING OF MAP GROUP
HELD AT 31 BLACKTHORN CLOSE, BIRMINGHAM
AT 11.30AM ON SATURDAY 30 JANUARY 2010**



Present: Colin Spears, Robert Dove, David Olivant, Erik Peckett,
Rod Postlethwaite, Peter Roberts, Christine Roberts, David Peel

- M10/01 Apologies
Bruce Bryant. CS welcomed DP to the meeting.
- M10/02 Declaration of Interest
There were no changes since the previous meeting.
- M10/03 Minutes of previous meeting
The minutes of the meeting held on Saturday 21 November were accepted as a true record.
- M10/04 Notification of AOB
- Communication-PR
 - Dave Peel-wished to raise some AOB
- M10/05 Review of Action List
- 1 Haverthwaite – agenda item
 - 2 Appendix H – agenda item
 - 3 MR1 – link with later discussion
 - 4 Syllabus for map training – agenda item
 - 5 Accreditation – agenda item
 - 6 Digital storage as per Focus article – in hand
 - 7 Missing maps were requested from 2009 major events personnel. Response was good.
 - 8 Reminder of new OS licence – action taken.
 - 9 Quality of waterproof paper. DP offered to send the files prepared by BB to printers for printing on various printers and various makes and qualities of paper.
 - 10 Scales for major events – agenda item
 - 11 The effect of using 125% symbols on legibility. DP will undertake research.
- M10/06 Major Event map advisers reports
Information was supplied to fill gaps in the current spreadsheet.
Middle Distance Championships 2010.
Enlarged scale for veteran and junior was agreed for Middle distance champs at Haverthwaite subject to certain reassessments of the map.
BOC2010
Modifications were made to map following feedback from the controller. The co-coordinator sent printing samples for consideration.

CSC Final 2010

Some uncertainty as to whether Ian Cooper was continuing as mapper. Subsequently resolved and Ian continuing.

British Age Class Sprint 2010

DP will pursue

Midland Championships 2011

The base map file for 2011 Norfolk Dumpling has been seen and is well drawn. No mapper appointed yet.

No information has been provided for the WRE events in Scotland

It was noted that in general many maps originally produced using an early version of OCAD and a digitizing tablet would now needed a complete resurvey.

- M10/07 Map Advisers procedure
RD produced a detailed flowchart that includes all aspects of the quality assurance requirements. (The early stages would normally be embedded in the club/association agreement with British Orienteering to stage the event.) The system is intended to identify any possible problems and resolve any disputes at an early stage
To complement this there should be an Adviser training module.
- M10/08 Map registration and assessment process
The MR1 and associated forms require redrafting to remove unnecessary fields and to encourage on line completion. Address MR2 procedure to find an efficient system.
The map database needed to be tidied up eg remove multiple entries for the same map; remove quotation marks from map titles to ensure an alphabetical list. CS and PR to liaise.
- M10/09 Accreditation of mappers
Training by course attendance and by submission of sample maps were considered as possible routes for accreditation. It was recognized that ISOM and ISSOM required some different skills.
The event officials training format produced by Helen Errington would provide a starting point. PR and CS will draft a proposal for training mappers by end of March.
EP, RP would consider the basic contents and a plan for setting up so that funding could be requested. (see also M10/15 below)
- M10/10 Map Awards for 2009
Chichester trophy – no award made
Bonington trophy – Paul Taylor CLOK
Walsh trophy – Nottingham University, David Olivant
Highly commended: Newcastle, Northallerton, Solihull, Bournemouth, University of Kent.
Silva Professional trophy – Dalrulzion, Stirling Surveys
Highly commended Barry Budden, Loch Ordie.

- M10/11 Map Assessments
None for consideration this meeting.
- M10/12 Map scales and generalization
It was agreed that the key to readability was clarity – plenty of white background and avoidance of ‘fussy’ mapping. It was stressed that maps for footO drawn to ISOM2000 should be surveyed to the standard to be printed at the scale 1:15000.
- M10/13 ISOM revision
EP circulated an extended comprehensive consultation document prepared by IOF map commission and requested feedback. Among other things it includes suggestions put forward by member federations, minimum dimensions, changes of nomenclature to avoid confusion with rules.
- M10/14 Appendix H
The most recent draft was circulated prior to the meeting. PR agreed to check on should/shall, must/may wording. Para 2.2.1 to be altered and a paragraph relating to clarity inserted.
- M10/15 Mapping courses and Map conference
EP will follow up provision of digital projector to be included with training materials to put forward for funding as a development project. Courses on offer need publicity. Trainers need to be authorised. Lakeside would be the preferred option for a conference. Possible dates (Sept?), and focus theme to be explored.
- M10/16 Correspondence
CS will respond to John Evans regarding acceptable circle sizes for overprints.
- M10/17 Any Other Business
The procurement of maps document has been updated. DP will circulate.
Communication within the group and with other committees needs to be robust. The chairman is the facilitator.
Open-ness Dates of meeting need to be planned and published. Meetings should be held on neutral ground and the work/decisions available to members.
- M10/18 Reporting and Actions
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| 1 | Respond to Major events re Haverthwaite | CS |
| 2 | Respond to Doug Peel re BOC 2010 | CS/PR |
| 3 | Investigate format for adviser training module | CS |
| 4 | Investigate format for mapper accreditation | PR/CS |
| 5 | Provide overview of map courses for funding submission | RP/EP |
| 6 | Provide input for new version of MR1 that can be completed online. | CS/PR/MH |

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| 7 | Publicise map award winners | CS |
| 8 | Make final adjustments to Appendix H. | PR/CS |
| 9 | Instigate Appendix H posting on website. | CS |
| 10 | Research quality of waterproof papers for map printing | DP |
| 11 | Undertake research into the effect of using 125% symbols on legibility. | DP |
| 12 | Check progress on Burbage and Gosport maps. | DP |
| 13 | Provide feedback on ISOM revision | All |

The meeting finished at 5.30pm

Date of next meeting. (It was felt that a weekday meeting might be possible)