

Rules Group

22nd May 2010

Minutes of meeting



Minutes of the meeting of
Rules Group
held on Saturday 22nd May 2010
at the Carrs Lane Church Centre, Carrs Lane, Birmingham, B4 7SX,
commencing at 12.30 p.m.

Present:

Barry Elkington (WMOA) – Chairman
Charlie Adams (YHOA)
Andrew Cordle (EAOA)
Neil Crickmore (SEOA)
Arthur Vince (SWOA)
David May (WOA)
Katy Stubbs (SCOA)
Paul Taylor (NEOA)
Dick Towler (NWOA)
Helen Errington (Events Manager)
Mike Forrest (Chair of Events Committee)

10/01 Apologies, Courtesies, Minute Taking.

Barry Elkington welcomed Arthur Vince the new Association Representative for SWOA to his first meeting and Katy Stubbs was welcomed formally as was Mike Forrest, the new Chair of Events Committee. Barry had received apologies from Ernie Williams and David Rosen. Helen Errington had agreed to take the minutes.

10/02 Minutes of Rules Group meeting held on 28th November 2009

The Minutes of 28th November 2009 were approved.

10/03 Actions.

No comments were made.

10/04 Matters arising not elsewhere on the Agenda.

None.

Items from Previous meeting requiring further discussion

10/05 The role, training and accreditation of controllers

David May reported that he had circulated all Rules Group members to ask for an update on all controllers in their Regional Association. HE agreed to send out a spreadsheet that contained all those who had controlled events in the last 7 to 10 years.

All Rules Group reps were asked to send Helen an up to date list of controllers for cross checking. HE also said that there was a BOF pdf list of controllers but was unsure of how up to date it was. HE agreed to send out the pdf list and ascertain if this could be sent out as a spreadsheet as well.

HE outlined the possible future for Events Officials training – this would include the training and accreditation of controllers.

Discussion took place over the content of the existing course materials. KS & HE reported that the new training unit "Event Safety & Welfare" was being piloted in June. The remaining units would be in place by the autumn at the earliest. Therefore existing materials will not be updated but can be tweaked to reflect the last set of changes to event levels.

Discussion took place on the role of the controller, is the model currently in place the one that meets our event requirements. It was agreed that the amount of mentoring, advice and guidance differs from level to level.

It was agreed that there should be new, more comprehensive job descriptions for controllers at all grades. To include application of good practice as well as ensuring the event is fair and to the rules.

It was agreed that the JK is the one event that needs more thought about the role and input from controllers. For 2011 there is a co-ordinating controller. Use could be made of the IOF Event Adviser model ? This would give the scope for using forest based controllers at multi-day events and still adequately support the Race Day organisers.

ACTION: HE

10/06 Processes for controller management.

Discussion took place on the processes for management of controller data and information.

Agreed an annual audit of controllers to take place in April/May.

Lists for checking to go out to each Rules Group rep.

ACTION: HE

10/07 Use of GPS devices within orienteering competitions

After a short discussion on the subject, it was agreed that as there has yet been no evidence of cheating using a GPS device, it would be left as per the IOF rule and the ban would only apply in the UK to elite competitors at World Ranking Events.

Terms of reference

10/08 Review of the governance structure of Events Committee and its Groups.

MF said there was not much to report. He would be chairing the next two meetings of Events Committee. The review group will be starting shortly.

10/09 Rules Group terms of reference document

BE reported that the interim Terms of Reference document prioritises certain items, and that this was in line with the current work schedule.

NC felt that there were grey areas on the responsibility for certain competitions such as CSC. BE explained that matters had not been helped by the lack of input from SCG. He outlined how Rules Group were working closely with JCG and ECG but that this was harder with SCG as they were struggling to organise fully attended meetings.

A short discussion took place on the ownership of certain competition rules and guidelines. In some instances it was clear cut - Junior only competitions for example - but in others there were the interests of several age groups to balance and so they cannot be separated out. MF suggested that Events Committee was the place for these matters to be debated and resolved if there was any conflict.

The issue of moderation of inconsistencies in rules generated by the various groups was discussed. Rules Group members thought that the competition groups need to outline their philosophy and format for competitions and Rules Group would then deliver the written documents.

Item C under responsibilities – handbook on technical aspects of organisation of orienteering events. HE said she was already looking at how to get the contents of the major events handbook into a more digestible format. Possibly using two page downloadable guides for each area of event organisation.

KS noted that the responsibility for appointment to, and removal from, Grade 1 controller status was not in the Rules group Terms of Reference. Was that now elsewhere or an omission?

If they are not already there, please can the interim terms of reference be put up on the website?

ACTION: BE/HE

10/10 Governance letter from Neil Cameron/Lyn West to Group members.

BE explained that Rules Group members were there to represent the views of their Association members. BE asked MF to give the Board view on the need for the letter. MF replied that whilst he agreed with that for Group members it was not the same for the chairman of a British Orienteering Group.

This was a difference of opinion from BE who said that the Rules Group Chairman was proposed and voted in by the Group members. The Terms of reference say that the Group chairs should be proposed by the Group members and approved by Events Committee.

An inconclusive discussion took place on the differences between having a Group chairman who was representative of the Group's Association members or one that was appointed by British Orienteering and therefore might be expected to be neutral on or in support of Board policy.

It was noted that Rules Group were clear that they had discussed the different proposals for 3 levels or 4 levels of events with all levels of membership before it went forward.

DT and BE stated that when they proposed and seconded the motion at the 2010 AGM, they did so as individual members and not as Association representatives or members of Rules Group. It was said that some members may have a difficulty with disassociating the personal view from that as Group chairman.

Reports from other committees

10/11 Summary of Events Committee meeting held on 13th March 2010

BE reported that the meeting discussed the Major events. Other key items included document control of the many Rules and Guidelines, and the work schedule for Rules Group.

Mike Cope is now the new Chairman of Fixtures Group. Fixtures group are trying to get a better spread of the bigger events around the country for 2012 & 2013 onwards.

10/12 IOF Rules Commission Report

No report.

Four Level Event Structure

10/13 Summary of Board position

It was reported that MH is leading a group to move the four level event structure forward. A document has been circulated out to Groups, Committees and Associations. The request is for high level criteria to define event levels and the lower level of features will follow on.

10/14 Input from Rules Group to initial consultation

It was discussed whether it was planned just to slot in a new level to the existing structure or start again with the levels. Much debate took place on the level descriptions, the AGM proposal definitions, and the difference between features and criteria. It was generally agreed that the differences between the new levels two and three needed the most work.

Contributions to the list of criteria included the following:

Level of control - Scheduling of fixture dates, and where rules changes can be approved,

Who do you want to attract as participants.

Minimum quality standards.

Ranking only at levels 1 and 2 could be the carrot to attract registration of events at level 2.

BOF Rules updates

10/15 Document control

HE outlined the work she had started on a definitive list of all the Rules, Guidelines, Competition Rules and Appendices. Which group 'owned' them; when they were operational from; what was the current version number; when they needed to be reviewed; who was the author of the revision; etc.

HE to ensure website headings are correct for the rest of the year, and for the 2011 documents.

HE to update document control spreadsheet and send out to Rules Group reps for checking and changes.

MF reported that the partnership agreement is a document agreed between British Orienteering and the organising body (Club or Association). Therefore any rule changes between the signing of the agreement and the date of the competition will need to be agreed by both parties. It will mean that the Organising body will be notified via the Events Managers about any minor rule changes during the year.

It was agreed that the procedure for the set of Rules, Appendices and Guidelines listed in the schedule at the end of these minutes would be as follows:

Updates and changes ready for distribution for June Events Committee by BE. Date due 2nd June latest.

Submission to July Board if no changes required after Events Committee.

14 days after July Board approval, posted on website and sent out to relevant organisers and controllers.

Action ALL

10/16 BOF Rules for 2011

Changes will relate to levels and will be done when these are finalised.

HE asked if the 2010 BOF rules were sent direct to all Controllers. It was put in Focus but there was no direct communication with Controllers to direct them to the new rules on the website.

It was suggested that the new BOF Rules themselves could be put into booklet format and sent to each Controller and that this should be costed for the updated version after the event level changes.

A Controllers newsletter or electronic update was also suggested.

BE asked if there were any volunteers to put this together.

Competition Rules for 2010 and 2011

10/17 Junior Event (Competition) Guidelines for 2010

These were agreed at the January 2010 meeting of JCG and went direct to the March meeting of Events Committee.

All Junior competition rules need title changes to bring them in line with the rest of the documents.

A timetable for 2011 changes and reviews was outlined:

JCG review rules in January 2011 meeting.

Requests for changes to Rules Group meeting (late Jan / early Feb 2011).

Any queries/issues back to JCG group chair by email/phone.

Submit to March 2011 Events Committee for approval.

Board final approval.

It was agreed that all the Junior Competition Rules need to be in the new format by the January 2011 JCG

meeting. Junior rules to be allocated out to Rules Group member for re-formatting.

A short discussion took place on the need to have clear, understandable, and publicly stated criteria for eligibility in the Yvette Baker Trophy (i.e. who can run 'down') as the required standards are still not as clear as the Group would like.

Action BE

10/18 Major Events 2011 : Competition Rules A – J

BE explained that HE had been through the Competition Rules and made minor changes to correct typos, and remove some inconsistencies and organisational inaccuracies. There were a few items that needed some discussion before changes were agreed.

Control descriptions on the maps at level 1 events following on from a BOC 2010 complaint. It was agreed that this should be changed to read that, at Level 1 events, control descriptions must be printed on the map. The technical issues of whether this is front or back, and if on the back how with waterproof paper, to be sorted by the event teams themselves.

It was noted that the JK and BOC Sprint Course Length Ratios (CLRs) and class combinations were not the same. It was pointed out that the main reason for the difference is that there are greater numbers at the JK Sprint and thus more separate groupings of age classes are needed. Also that these tables were guidance for the benefit of planners and organisers based on the number of expected entries.

Agreed changes:

BOC Sprint Competition Rules C - course 2 CLR should be 0.90

JK Sprint Competition Rules F - course 9 CLR should be 0.50

M & W 12 to move up one course for the JK Sprint races.
Now on course 7 for JK Sprint and Course 6 for British Sprint.

Confusion occurs with the status of the Open sprint course at the JK and also non-elite women. HE agreed to ensure that JK 2011 onwards understood the need to make it clear on the entry form about these courses/classes.

British Middle start interval. Following the email discussion on this topic it was agreed that the British Middle distance Competition Rules B should be amended to be a 2 minute interval for the elite classes and for 2 minutes if possible, but with 1 minute being acceptable, for the remainder of the age classes.

It was agreed that an extra course be added to the British Middle Distance Competition Rules B with a CLR of 0.40 for the classes W70, 75, 80 & 85.

BE reported that he had added suggested start times for the JK and BOC relay classes. These were broadly based on the JK relay start times that were used in 2010. It was noted that the Ad Hoc classes need to start in the middle of the start times not right at the end as it was on these courses that teams tended to be out for the longest time.

M16A course length changes. The need for this has arisen because of the update to the older men's course length ratios as they are now running faster. However the new lengths are not appropriate for M16As to be using. JCG have requested a winning time of 45-55 minutes at the Area Championships & British Championships resulting in a CLR of 0.46; consequently 40-50 minutes and a CLR of 0.41 at the JK. The map scale needs to be 1:10,000.

BE to look at which adult age classes the M16A would be best combined with - M45S & W45L was suggested.

It was agreed that controllers should be reminded to be involved with planners and organisers on course splitting decisions if required by higher than expected entry numbers on certain courses.

10/19 Other 2010 Event Guidelines to be Competition Rules 2011 letter K onwards

It was agreed to accept them as they are and add to website.

The issue of junior participation at the Harvester was raised – on safety grounds should there be a minimum age class for entry ?

The issue of non-competitive orange, red, novice and very short courses all need to be addressed at a later date.

10/20 Competition rules for UK Cup and UK Relay League

These are to be discussed at the ECG meeting on June 8th.

They can eventually be placed in a standard format with the rest of the rules on the website for 2011.

Event Guidelines – update on current status

10/21 Generic Guideline A - to be updated after competition review.

10/22 Generic Guideline B - to be updated after competition review.

10/23 Generic Guideline F - Relays KS has updated and circulated. To send to MF & HE.

10/24 Generic Guideline H - Ultra long distance - BE to send template to PT.

10/25 Generic Guideline I - String courses - BE to reformat existing document.

All Generic Guidelines not yet on the website to be sent to HE & MF to go to Events Committee.

Action ALL

Appendices – update on current status

10/26 Appendix B course planning

DM has taken this over from CD. To go to Events Committee.

Action DM

10/27 Appendix C Event officials - KS to update by re-inserting the section on appointment to grade responsibilities that had been accidentally deleted.

Action KS

Appendix E Event Safety - DT currently updating and to be circulated. BE & HE informed the group that this may need to change substantially after a review of Insurance and event safety that is currently under way.

Action DT

10/28 Appendix G Protests, Juries & Appeals - it was requested that the section in Appendix I on voiding a course should be added to Appendix G in the appropriate place.

Action NC

10/29 Appendix I Electronic punching - no changes required.

10/30 Appendix K Ranking scheme - DM to update this to reflect the current position, and it is then to go on the website. It was agreed that an approval process is required for changes to the method of operation of the Rankings system itself.

Action DM

10/31 Appendix L - Seeding and Start times - DM to update, including adding reference to Appendix M for the elite classes.

Action DM

Appendix M - HE noted that as well as needing referencing in Appendix L it also needs updating re the combined M/W18 - 20 class as this no longer exists.

Action BE to speak to ECG

10/32 Other Appendices - to be reviewed at a future meeting following confirmation of details of the new event structure.

Matters raised by or through Association Representatives

10/33 Open & closed clubs - HE to find out the exact issue with the change in the BOF membership system that does not allow more than one club to appear on the membership card. It was requested that BOF work towards having at least an open and a closed club on the membership card.

10/34 Course planning competition - BE asked if there were any volunteers to run a course planning competition.

10/35 Grade 1 Controller Applications.

None received.

10/36 Any Other Business.

None.

10/37 Dates and locations of future Rules Group Meetings.

23rd October 2010 Carrs Lane Church Centre, Birmingham.

?? February 2011 Carrs Lane Church Centre, Birmingham.

Dates for 2011 will be arranged to lead into the Events Committee and Board meetings.

BE to notify members of proposed 2011 Rules Group meeting dates once the above are known.

Action BE