



EVENTS AND COMPETITIONS COMMITTEE

Minutes of the Meeting held on Saturday 15th June 2019
in the Margaret Fell Room at The Priory Rooms, 40 Bull Street, Birmingham B4 6AF,
between 11:00 and 16:25.

Present: Chris Phillips (Chair), Scott Collier, Mike Cope, Barry Elkington, Nev Myers, Terry Smith, Ernie Williams

1. Apologies for Absence: Due to travel problems Scott Collier sent apologies pre-meeting for his late arrival at approximately 12:30.

2. Minutes of the Meeting held on 23rd March 2019:
Accepted as a true and accurate record.

3. Matters Arising from the Minutes of the last Meeting not covered elsewhere on the Agenda:

3.1 Item 4.1 Competition Review:

Chris Phillips reported on the appointment of Helen Errington as JK Major Event Consultant and, at a later date, Andrew Yeates as British Championships Major Event Consultant. There needed to be a clear definition as to the ownership of the Rules and specific sections of them, which also requires an overall 'in-house' format, the condensing and simplification of all Rules and Appendices, and the availability of a 'Simple Guide to Orienteering' for beginners/novices. In order to ensure that these actions are undertaken and completed it would be necessary for E&CC to take the lead, alongside the Head of Development and the Development Officers and the Major Event Consultants, beginning with the removal of text duplication throughout the currently available documentation.

ACTION: CP

3.2 Item 8.1 Major Events Conference 2019:

Chris Phillips agreed that he needed to discuss the arrangements for the 2019 MEC with CEO Peter Hart, particularly as the Event was now likely to take place in late Winter/early Spring 2020, probably somewhere in the Midlands.

ACTION: CP

3.3 Item 8.2 New members for E&CC:

Chris Phillips has agreed to produce the initial draft 'Job Description' required prior to nationwide advertisement on the website and the British Orienteering's monthly digital 'Member E-Newsletter'.

ACTION: CP

3.4 Item 4.1 (iii) Rule Change proposals:

Chris Phillips indicated that he had been made aware by Clubs and Regions that changes to Rules, such that all Level B National Events will have Grade B or above out-of-Region Controllers and all Level C Regional Events will have Grade C or above out-of-Club Controllers, would require time to be implemented and that the 'must' requirement could initially be 'should' instead.

ACTION: All

The meeting agreed that the database of known Event Officials currently maintained by National Office might be more effective if Ernie Williams (as Chair of Event Officials Group) were given access to update officials' membership records. The meeting also agreed to request updated

reports to include all information needed to effectively manage Event Officials qualifications by Ernie Williams on behalf of E&CC.

ACTION: CP & EW

3.5 Item 4.1 (i) Area Championships:

Mike Cope expressed the concerns of others regarding the change from Level A to Level B for Area Championships in all four countries within the United Kingdom. The concerns were related to effects on attendance, possible fall in entry income, and the relationship between the Area Championships and Multi-Day Events such as Croeso 5 Days, Lakes 5 Days, Scottish 6 Days, SINS etc. It was agreed that there was a need for all Levels of Event, wherever organised within the UK, to adhere to the specific requirements as listed in the Rules and Appendices. **ACTION: All**

4. Operational Matters:

4.1 Discussion on Reports received pre-Meeting from members of the Committee:

4.1.1 Events Systems Group:

Terry Smith as Chair of Event Systems Group was thanked for his pre-Meeting Report and he gave further details about the following:-

(i) 2018 Mapping Awards – overseen by David Olivant who appointed the Judges. The Awards were presented at the 2019 AGM – David and the Judges were thanked for their work evaluating the entries and choosing the winners.

(ii) 2020 British Sprint Championships - Bruce Bryant has agreed to act as Mapping Adviser.

(iii) Rule Change Procedures – Terry stated the importance of putting in place the procedure to clearly show, in the next Edition of the Rules effective from 01-01-2020, where there had been new or revised text by the use of a vertical line in the left-hand margin alongside the text. Scott Parker at National Office had made changes to the 01-01-2019 edition of the Rules which can be seen by use of a vertical black line in the left-hand margin where required and Terry thanked Scott for this work on behalf of himself and E&CC. Terry reported that he had been in discussion with David May and they had both agreed of the need to ensure that what had been previously amended should be seen to have been implemented. Terry also noted the importance of publicising the annual deadline of 1st September for receipt of 'Rule Changes' on the required Pro-forma, and for E&CC to also take the opportunity to use the national website and the monthly digital 'Member E-Newsletter' to publicise the various Rule Changes that had been accepted by E&CC to date, together with those that had been received and were Agenda items for later in the meeting.

ACTION: TS

(iv) Revision of wording re Map Scales as discussed as Item 6.7 at the E&CC Meeting on 23rd March 2019 – a request had been made to Graeme Ackland of INT to provide a formal proposal as required by use of the Rule Change Form and this would be reviewed by Map Group before being circulated to E&CC for their consideration. Terry was asked to inform Richard Towler of LOC about the proposed change in Richard's capacity as the proposer of the changes about map scales made at the 2014 AGM. Barry Elkington indicated that the link between both map scales and symbol size was the latest version of ISOM which in 2.9.1 stated the instruction: 'When a map is enlarged, all lines, symbols and screens shall be enlarged proportionally (for the map scale 1:10000 this means to 150%).' Section 2.9 also states that 'The base scale for an orienteering map is 1:15000.'

ACTION: TS

(v) The membership and future role or roles of Map Group – members of Map Group have been requested to respond to Terry regarding their views on the membership of the Group, including co-opting new members with a mix of Club and Regional representation, those with recent practical experience of mapping for Major and National Events, and well-established mappers with expertise and experience. Other important matters under consideration are the future activities of the Group, and the appointment of Mapping Advisers and whether this would be

for all Major Events or only selected ones, and also upon request for other Levels of Event as and when required. It needed to be accepted that a rejuvenated Map Group would be the 'contact point' for all matters of orienteering cartography and that changes to Rules and current procedures may well take place. **ACTION: TS**

(vi) Start times at Major Events, particularly at JK – this matter following on from review with and by Helen Errington had lead to Rule Change proposals to be discussed later on as Agenda items.

4.1.2 Events Scheduling Group:

(i) Mike Cope was thanked for his pre-meeting distribution of three very informative documents:

(a) 2016 – 2031 Fixture Planner for Major and some National Events (details to 2023 and JHI & SHI to 2030)

(b) 2020 Outline Plan/Schedule of Events

(c) Major Event Officials in database 14-09-2019 to 22-05-2022.

Ernie Williams commented that he found them to be an invaluable aid in his Event Officials work on behalf of E&CC and the wider membership.

(ii) Mike indicated that the members of ESchG were concerned at the possibility that Major and National Events might not take place as Regions, because of local circumstances, are not able to commit to more than two, occasionally three, years ahead, with land access and linked financial aspects with hosting Events being prominent amongst the reasons. As an example, the annual Harvester Event is not taking place in 2019 but there is a commitment by SOA for 2020 and NWOA are investigating the possibility of hosting in 2021. EAOA are also checking the possible future hosting in Spring of Rushmere for the British Middle Distance Championships. **ACTION: MC**

(iii) There is also the need to clarify the hosting by one or more Regions of 'paired 'O' weekend' Major Events such as a British Championships and an Area Championships, together with ensuring that the very specific requirements for each format and Level of Event will be completely met by the host Club/Clubs and/or Region/Regions. **ACTION: MC & ESchG members**

(iv) Mike wished to put on record his thanks to Duncan Archer of NEOA, who was standing down from his membership of ESchG due to other commitments, as his input and advice had made a valuable contribution to future Event Scheduling.

(v) Terry Smith, alongside Mike Cope, commented on the need for easier working access to the National Office databases and 'report fields' format available via the Internet. Chris Phillips, specifically on behalf of E&CC, agreed to discuss this matter with CEO Peter Hart. **ACTION: CP**

4.1.3 Event Officials:

(i) Event Official appointments – Ernie Williams is awaiting confirmation of availability re a number of Controller appointments. It was noted that Controllers and IOF Event Advisers are yet to be approached as specific information, particularly Event Venue and OS Grid Reference, is required before an approach can be made. Pre-meeting the latest version of his 'Event Officials, Working Document' was circulated for information to all members of E&CC. **ACTION: EW**

(ii) The latest current list of all Grade A and Grade B Controllers within British Orienteering

– This is now available, is an 'ACTION' completed from the previous meeting, and Scott Parker, Terry Smith, and Mike Cope were thanked for their advice and assistance. This list is used to contact Controllers and IOF Event Advisers seeking information on their availability prior to their appointment to a specific Major Event, and also for circulation of information, requests to complete survey forms re future availability, and the distribution of pro-formas such as the Terrain Suitability

Assessment Report. After discussion, it was agreed that advice needed to be sought if this list can be distributed to Regions for the future appointment of Controllers for Level B and Level C Events in line with the forthcoming Rule Changes to be effective from 01-01-2020. The list is also used to advise Organisers seeking, pre-Event, three members and a reserve to serve on an Event Jury. E&CC agreed that Chris Phillips as Chair would discuss with the CEO Peter Hart, and if approval received re General Data Protection Regulations, Ernie Williams would provide the list to Mike Cope to distribute to Regional Fixtures Secretaries for their use. **ACTION: CP & EW**

(iii) Training Course Materials - Advice had been sought by Scott Parker re-accreditation and appointment of Course Leaders/Tutors, together with the availability and provision of Course Materials for Clubs and Regions. Individual members wishing to attend Courses to be accredited as Event Officials were also contacting National Office and, following discussion, it was agreed that agreement be sought for Clubs and Regions wishing to do so to advertise forthcoming Training Courses in the monthly digital 'Members E-Newsletter' for members from adjacent/nearby Clubs and Regions to apply to attend an available Training Course if they so wished. **ACTION: EW**

(iv) Appointment of IOF Event Advisers – comment had been received from Helen Errington as JK Major Event Consultant with regard to IOF Event Adviser appointment and a response had been sent.

(v) British Orienteering Major and National Events listed on the website – comments and queries had been received as to why Registered Events, particularly Major and National, do not name the Event Venue and give the OS Grid Reference, even though the assumption is that the Event must have been formally registered initially with these details available. Chris Phillips, Ernie Williams, together with the members of Event Scheduling Group, are aware of this and are doing all that they can to get the information required at the time of registration or as soon as possible thereafter.

4.1.4 Barry Elkington:

No items were brought forward for discussion.

4.1.5 Nev Myers:

Nev Myers raised the matter, following an Urban Event in YHOA, of the distinction between 'Competitive' and 'Non-Competitive' and a competitor 'running out of class' i.e. participating on a course other than that for their Age Class and designated as 'Other C' and therefore unable to classify for 'Ranking Points' and effectively non-competitive. Terry Smith commented on previous discussions re 'Age Class' competitions' and 'Colour Coded Courses' with the provision, where required, of 'Open Courses', together with the final Results being shown by 'Age Class' and also by each on-the-day designated Course. After discussion, it was agreed that Regional Fixtures Secretaries be delegated via a direct communication sent on behalf of E&CC to remind all Organisers of the relevant sections of the Rules and Appendices, together with placing information in a forthcoming monthly digital 'Member E-Newsletter'. Also, all eligible competitive runners are to get Ranking Points but if competing 'out of class' not to receive League points or prizes/awards. **ACTION: TS & MC**

4.1.6 Report from Board Representative:

Scott Collier reported on a number of items:

(i) Appointment of new Chair of the Board – Drew Vanbeck of SMOC has been appointed Chair of the Board for the period 2019 to 2022.

(ii) Competition Review and appointment of Major Event Consultants – the appointment of Andrew Yeates for British Championships and Helen Errington for JK to these part-time 'Consultant' positions had followed advertisement, availability of job specification, and interview of

candidates. Scott stressed the necessity of ensuring maintenance of standards as defined by the specific requirements listed in Competition Rules. As funds are available the Board is looking to make a part-time paid appointment in September 2019 to carry out a Competition Review, to include reviewing and revising the Major Event Handbook and Major Event Checklists, which is also expected to be of overall benefit to the sport and to those who take part in it. Chris Phillips commented on the Competition Review also looking at the pairing of Major Events and also Major and National Events but not to “re-invent the wheel” as Event Scheduling Group was already tackling this as part of their work.

(iii) Financial ‘reserves’ - the Board are looking at options for investing British Orienteering’s ‘excess’ financial reserves in ways that will improve and enhance the ‘membership experience’. Options could include a more user-friendly website, easier access to databases for volunteers working for Clubs and Regions, together with members of senior Committees i.e. E&CC etc., and suggestions for suitable projects are very welcome.

(iv) Performance Review – a Group chaired by Mark Saunders of BOK is working on this and is currently receiving positive contributions and responses. Nev Myers noted that the aim is to widen the base and the provision of extra resources for Junior Squads with training opportunities and specific competitions.

(v) The ‘Three ‘Come-and-Try-It Events’ Rule’ - Attention of all Clubs is to be drawn to the Third Party Liability Insurance Cover provided by Howdens. After three Events non-members are not covered by British Orienteering’s Public Liability Insurance whilst attending and participating in Events at all Levels. Such non-members are therefore to be actively encouraged to join a Club and become a member of British Orienteering, and an explanation of the need for them to be members clearly explained. However, the organising Club and its officials will be covered for public liability insurance regardless of the non-members situation. The possibility of a ‘Day Membership’ charge is also under consideration. Also, as part of the Public Liability Insurance Cover, Clubs are reminded that the name of the ‘Shadower’ of an individual participant on a course at an Event must be recorded and kept on file. British Orienteering is exploring options for making it easier for Clubs to record non-member participation. **ACTION: All Clubs within UK**

(vi) Performance Targets – the number of Events in the year-to-date was similar to past years but there has been a drop in attendance numbers. A drive to increase Club membership is a positive and continuing move for Clubs to make.

(vii) JK 2019 – The Board was very thankful and aware of the hundreds of hours put in by volunteers to create an excellent Event. Actions were underway to mitigate any future problems of timing and delayed results, which will include part-time contractors to support Major Event providers, and the preparation of a full set of ‘Guidelines’ with checklists.

(viii) Mixed Sprint Relay Championships – the Board is awaiting the outcome of the Competition Review before determining the status of this event for future years.

4.2 Appointment of Level A Controller:

Following positive reports received re the Controlling of the 2019 Midland Championships held at Day 2 of SINS on 26th May 2019, together with positive personal comments from mentor Roger Edwards of LEI, the Committee agreed to the upgrading from Controller Grade B to Controller Grade A of Jeffrey Baker of EMOA/LOG, together with offering their congratulations. **ACTION:EW**

4.3. Discussion on requests received for Rule Changes for 2020:

4.3.1 Appendix A 7.6.3: Location of finish unit for relays:

Following a detailed discussion on the proposed amendment it was agreed that the following text is used in the 2020 edition of the 'Rules' replacing the text that is currently in Rules v3.8 updated 01/01/2019:

7.6.3 *Relay results are based on the order in which the competitor running the final lap for each team crosses the finishing line, and this element is not to be compromised by EPS. A finish official should be present to adjudicate if necessary. Final lap competitors must then be kept in order after the finish line until their position and time have been recorded. This provides the correct finish order and also gives times to a sufficient accuracy.*

7.6.4 *For laps other than the final lap of a relay, the end of lap time for each competitor must be recorded before that competitor hands over to their team-mate, for example by the competitor punching a finish unit.*

ACTION: CP & TS

4.3.2 Competition Rule F 1.2 Format: JK Sprint – requirement to provide non-Championship courses at the JK Day 1 Sprint Event:

The provision of 'non-Championship courses' or 'non-Championship classes' at future JK Day 1 Sprint was discussed. The proposed Rule Change required the insertion of a new section as follows:

'1.2.3 Pre-entry and entry on the day non-championship classes must be offered'

ACTION: CP & TS

4.3.3 Competition Rule F 5.2.3 – Organisation: Additional requirements:

In light of the problems related to travel delays causing late arrival of competitors to JK Day 1 the purpose of the Rule Change would be to delete mention of a 'timed start' and have a pre-allocated punching start for all competitors on Championship courses. After discussion it was agreed to the following text revision being made to Competition Rule F 5.2.3:

5.2.3 There must be a pre-allocated start for all competitors on the Championship courses but a timed start may be used at the discretion of the Organiser.

ACTION: CP & TS

4.3.4 Competition Rule D 2.3.1 & 2.3.2: British Relay Championships:

Discussion centred on whether or not the first, second, and third-placed teams in classes S (Mixed Ad hoc) and T (Junior Ad hoc) should receive medals at each British Relay Championships from 2020 onwards. It was agreed to make the following text revisions:

2.3.1 British Championship trophies will be presented to the winners of each age class relay team. Competitors are only eligible for British Championship titles and trophies in the age class they have entered and if they satisfy the Eligibility requirements in 2.1.

2.3.2 British Championship medals if applicable will be awarded to the first, second, and third-placed competitors in the age and Ad hoc relay classes.

ACTION: CP & TS

4.3.5 Competition Rule H 2.4.1: JK Relay Championships:

In order to ensure, where applicable, that medals are awarded to teams in the Ad hoc classes, the proposed text revision to 2.4.1 was agreed as:

2.4.1 JK Trophies will be awarded to the first-placed teams except for the Ad hoc class. JK medals, if applicable, will be awarded to the first, second, and third-placed competitors in each class.

ACTION: CP & TS

5. 2020 British Middle-Distance Championships:

Following a request from Richard Towler of LOC as Planner of the forthcoming 2020 British Middle-Distance Championships regarding map printing and control circle size, Terry Smith circulated the request with the accompanying printed examples to Map Group. The overall view was that it would be best to keep as much as is possible to ISOM as the 'International Standard'. Enlarging the

control circles as demonstrated in the printed samples made them too large so it was agreed that the smaller 7.5mm control circles were more acceptable.

ACTION: TS

Following a suggestion from Graeme Ackland after BMDC 2018, it was agreed to review the course length ratios from M/W16 to 20 for BMDC and for the JK Middle to ensure that these matched the intended winning times.

ACTION: BE

6. Ad Hoc Teams at the British Relays:

Graeme Ackland had requested a ruling with regard to the composition of 'Ad hoc' teams and it was agreed that all teams are to be deemed 'competitive' as long as no member of each team runs more than one lap.

ACTI

ON: CP

7. JK 2019: Terry Smith was thanked by all present for his distribution to E&CC of the 13 page JK 2019 Report made to the Board for their meeting in May, compiled by Joint Coordinators Diana and Terry Smith of SOC, together with Terry's 55 point 'Summary and Recommendations' document. Terry explained, with reference to the tabled documents, problems in the management of the EMIT software and its use over the four Days of JK which lead, in turn, to problems and delays in the processing of daily Results, both during JK and in the days afterwards. In the lengthy discussion that followed, the problems in communication, particularly by email, between the various parties involved in the delivery of the JK was highlighted. Also, there was the very important need for all Coordinators/Organisers of complex Major Events spread over a day, a weekend, or several days, to undertake pre-event 'dry/dummy runs' with all Event Officials and outside Contractors who would be actively involved in using, testing, and checking all forms of technology systems, in order to be assured that all preventative measures that could be done will have been done before the arrival of the first of thousands of competitors. It was recommended that, with thanks to and the agreement of author Terry Smith, the 55 point 'Summary and Recommendations' document be distributed to all Major and National Event Coordinators and Organisers, together with other senior Event Officials e.g. Planner(s), Controller(s), Safety Officer(s), and also made available at the next Major Events Conference, to serve as an excellent 'aide memoir'.

ACTION: CP, TS & EW

8. Any Other Business:

No further matters were raised by those present.

9. The date of the next Meeting:

Agreed to be arranged for 16th November 2019 from 11:00 to 16:15 at The Priory Rooms, 40 Bull Street, Birmingham B4 6AF.

ACTION: CP

There being no further business at 16:25 the Chair thanked all present for their attendance and continued commitment to the work required on behalf of the national membership and wished all a safe and pleasant journey.