

## TrailO Steering Group

**SATURDAY 18 NOVEMBER 2017 at 11:00**

Held at Priory Rooms, Birmingham

**Attendees:** Richard Keighley (RK) Chair, David Maliphant (DM) British Orienteering Board, Anne Braggins (AB), John Kewley (JK), Christine Roberts (CR), Clive Allen (CA),

**Non-members attending:** Tom Dobra (TD), Elizabeth Urquhart (EU), Graham Urquhart (GU)

**Apologies:** Anne Hickling (AH), Ian Ditchfield (ID): Group members

Charles Bromley-Gardner (CBG), Iain Phillips: non-Group members

### 1. Chairman's introduction and opening remarks

RK welcomed members and guests to the meeting.

### 2. Attendance and apologies

Apologies had been received from Anne Hickling (AH), Ian Ditchfield (ID), ( Group Members) and Charles Bromley-Gardner (CBG) and Iain Phillips (IP)

### 3. Conflicts of Interest declaration

There is no requirement to renew the **Conflict of Interest** declarations made in 2015 unless members circumstances have changed, in which case members should make a new declaration to British Orienteering.

**Action: Members review their Conflict of Interest declarations and update if necessary.**

### 4. Minutes of previous meeting

Approved

### 5. Matters arising (not on agenda)

None

### 6. IOF new, ISOM 2017 etc.

#### 6.1. ISOM 2017

ISOM 2017 is here. It is not mandatory for level C and D events (i.e. most TrailO). We should encourage a move to ISOM2017 for events during 2018. Organisers must make the chosen standard clear and stick to one.

OCAD version 12 will allow for the conversion of maps.

There are some changes in control descriptions in ISOM 2017, but other proposed changes, for example for *knoll*, which appeared in the draft, do not appear in the final version.

Again, choose one standard and be specific in the event details.

## 6.2. ECTO 2018 and WRE

ECTO remains unofficial in 2018. Some events may become TrailO WRE events as well. At WRE, the IOF surcharge which will be material for TrailO events will be per-competitor, per-competition and competitors opting in to the ranking scheme will pay the surcharge. WRE entries will be through IOF Eventor.

There will be no support from British Orienteering for athlete registration charges for the TrailO World Ranking scheme. To start the scheme off, a “day-zero” ranking will be constructed based on previous ECTO and WTOC results, expended to provide a 3-year window.

## 6.3. IOF Event Advisors

IOF Event advisor qualifications will expire in 2018 for all UK advisors. Expect to receive renewal information from the IOF.

# 7. Fixtures and events 2017-18

## 7.1. JK2018

GU reported that the events will be on Day 1 at Stafford Barracks planned by Ian Phillips and on Day 3 at Beaudesert planned by Elizabeth Urquhart. Both events will be co-located with the FootO on those days. Maps will be provided by David Peel. Support has been offered in 2018 by CBG, as he will not be able to attend the JK. No controllers are in place, but GU will approach Anne Straube and Peter Hornsby who have expressed willingness.

## 7.2. BTOC 2018

AH is organising this and was not present so no update was provided. It is scheduled for the 19/20 May 2018

## 7.3. ECTO 2018

5 dates have been chosen for ECTO in 2018: FinTrailO (Clashes with the JK 2018), Latvia (June), Italy (July), Denmark Nordic event (22 and 23 September) and Czech Republic (WRE, October). All are one Tempo plus one PreO, except Denmark which is 2 PreO.

CA reported that Danish meeting will be near Aalborg but that details were not yet final. CA will update information as this emerges.

## 7.4. UK Ranking events

UK TrailO Selectors will identify and publish the events to be used in preparation of the UK ranking list, on the principle that the JK and BTOC will be included, and that no more than 50% of the ranking events in any year will be outside the UK (including Ireland). For overseas events preference will be given to any pre-event for the subsequent year's WTOC, pre-events for the subsequent year's ETOC and then selected from amongst ECTO, Nordic and FinTrailO events, but other factors such as location and cost will be taken into consideration.

The group suggested the following events should be UK ranking events for 2018:

- UK – JK 2018, BTOC 2018
- Non-UK: Denmark Nordic event and Czech Republic
- If a Pre-WTOC2019 event is organised by Portugal in 2018 this should also be considered as a ranking event.

TD is looking to arrange an event in the Bristol area using a newly mapped area combined with a BOK or NGOC targeting 20 September 2018 (i.e. just before the Danish event). The area is not suitable to be ranking event.

JK hopes to put on a training weekend event for TrailO planners in 2018

CR reported that it is uncertain if there will be any TrailO at the white Rose.

There was some discussion on how easy it was for competitors to discover TrailO events, particularly where these form part of a larger FootO event. The TrailO mini-site summary provides good access to international and ranking events, and the BO fixtures list should provide an easier way to find the other events.

**Action: GU to check the way this works and feedback any findings that would require a change to DM (results attached).**

## 8. Software

### 8.1. Maps for TempO and timed controls

The effort required to prepare maps for timed problems with the correct alignment within the competition template is a significant problem for planners. Libor Forst (CZ) has developed some software which addresses this, but can be difficult to implement as it ideally needs access to OCAD12, which not all clubs have. TD has been developing software to take a pdf map and create the necessary print ready maps in an automated and repeatable way. This is not complete or packaged for sharing. GU would like to use this for the JK 2018, and will take a decision on its readiness with TD at the end of January 2018.

### 8.2. Competition software

In Europe, the ANT software is becoming established as the primary timing system for timed controls and TempO. SI is the primary timing system for PreO.

Larger events are using SI to record competitors' answer selections, but this is still an emerging solution. Until the issues (potential oversight of answers, and the amount of SI hardware required being the main ones) are fully resolved, UK events will continue to use control cards.

### 8.3. Results & Ranking lists

Results are prepared using Excel spreadsheets, using established templates. Control Cards templates are also available in Excel. These are shared on the TrailO Mini site.

**Action: ALL to send any additional useful templates from previous events to CA for inclusion in the mini site.**

The ranking list is managed in Excel. This will not be suitable if a more complex ranking algorithm is adopted in the future, but is adequate for the time being. **Action**

## 9. British Orienteering Board

DM reported that the BO board now has 3 independent directors to reinforce the boards capability.

A new strategic plan has been published. This aims to set the direction for BO independent of external influences such as funding conditions. There is no mention of TrailO in the plan, but there may be an opportunity from TrailO to contribute to any inclusion objectives that BO choose to

retain. TrailO may also be able to make use of parallel activities in FootO, such as training and volunteer development.

A review of groups including the TrailO Steering Group) is under way in the light of the new strategy which may adjust the number and roles of the Steering Groups. There will also be a renewed focus on succession planning, as many groups rely on very long serving members for whom there is no obvious successor.

## 10. Budget

This has previously been £1000 for WTOC and £2000 in years with ETOC as well. Over time this has covered less and less of the costs. In 2017, it didn't cover the entry fees and accreditation for all selected competitors. As a result, TrailO has been largely self-funding, in the way that FootO is now becoming, for some time. TrailO could mirror the fundraising approaches taken in FootO or devise others. The Group felt that British Orienteering should be asked to pay entries and accreditation (i.e. the fees that are paid directly by British Orienteering).

**Action: AB will prepare a paper to support DM taking the suggestion to the BO Board, making the case for BO to pay these unavoidable expenses.**

In order to share the available funding available equitably it was decided that all attendees (i.e. competitors and the team manager) should have the same proportion of unavoidable fees (i.e. entry and accreditation fees only, excluding travel and accommodation) paid from any funds made available for international competition.

## 11. UK Ranking

JK presented a critique of the current UK Ranking process suggested options to address the challenges. The presentation is attached. [RK – please circulate JK's presentation as an addendum to these minutes].

The current method of including and excluding events does not work and creates anomalies caused by events wither not happening or happening at unexpected intervals. A further weakness is the lack of separation between Tempo and PreO capabilities: these are quite different disciplines. The TrailO WRE algorithm is still under development and the effectiveness of this is not yet clear, and it would require software development to adopt a similar approach.

It was agreed that the PreO UK ranking would continue as at present using a revised event inclusion rule:

- Events to be included in the ranking will be nominated and published for each year by the Selectors, with no more than 50% being outside the UK.
- Multi day events are counted as separate events for ranking (JK Tempo and JK PreO or ECTO multiple events)
- Only events that had more than 8 UK ranking competitors will be considered to have taken place from a ranking perspective.
- Competitors ranking will be based on their best 4 events out of the last 8 nominated events that took place
- Existing rules to create an allowance for an event where the competitor is prevented from competing by their role in running the event will continue to operate.
- Rankings should include all BO members and not be limited to those eligible to represent the UK in ETOC or WTOC.

TempO ranking is a difficult problem with so few UK events. It was proposed that the WRE formula for TempO ranking should be investigated to see if it could be adapted for domestic use as a guide for the Selectors, based on the JK TempO and international events. This will not be published as a formal ranking and will form part of the *known form* input to selections for TempO.

**Action: JK to prepare the PreO and TempO rankings based on these decisions. JK and IP to investigate methods establishing a TempO Ranking List.**

## 12. Selectors and selection

Recommendations were made in a recent selection appeal which should be addressed to make the process more robust. The same policy will apply to Open and Paralympic classes. The nature of TrailO means that recent form is less to do with athletic readiness and so form varies less over the short-term and more with the type of event, the terrain and longer-term variation in capability. For TrailO, the definition of “recent form” will be the same window as that defined for Ranking (the last 8 nominated eligible events) rather than a specific selection event. The membership of the selection panels is derived from the FootO process, allowing for the scale of TrailO (for example the lack of a squad manager and merging the role of Board member and Chairman) The selectors should comprise:

- An independent member to guide the sectors and who knows BO policy and a Board member or nominee
- 2 other members who are TrailO aware but are neither candidate athletes nor team managers.

Selectors will consider all known form, which will include the events nominated for UK ranking and any other performance notified by the competitor in their initial expression of interest including UK non-Ranking events, WRE and other overseas events. The *expression of interest* request from the Selectors should make the requirement to disclose *known form* that the competitor wishes to be considered clear. Selectors may also choose to view form at some events as more important than others, for example considering performance at WTOC pre-events as important in selection for WTOC because the terrain and competition style will be similar.

It was agreed that the ranking list was primarily for athletes use and was not binding on the Selectors, and provided a useful, but not the only, input to the Selectors who should make use of all known form. The selection policy needs to be re-written to implement these decisions and to make the process more transparent and to clarify the way that ranking lists and other known form are used.

**Action: RK will draft revised Selection Policy and circulate it to the Steering Group for approval.**

The incorporation of independent overseas selectors was considered problematic, as there might be a perceived conflict of interest between their national and BO interests. It was suggested that or 2018 the selectors should comprise DM (or an alternate BO Director) and CA: Wilbert Hollinger (LVO) would be invited to join as the third selector.

CA expressed willingness to execute on condition a well-defined policy was in place to be executed.

**Action: RK to approach the potential selectors and circulate the proposals to the Steering Group to finalise the Selectors for 2018**

### 13. Team Manager

There are no obvious candidates to cover the whole of 2018.

RK agreed to approach CBG to act as Team Manager for the ETOC 2018.

EU agreed to be Team Manager for WTOC providing that the activity would not begin before the JK, and getting support in understanding the process and duties from previous team managers. AB and JK agreed to support this.

**Action: EU will document a role description for the Team Manager based on input from AB and JK**

**Action: RK to approach CBG as Team Manager for ETOC 2018**

### 14. Development

While there are many problems the key current challenges are:

- There are not enough events at any level, and certainly few series of events that would be local to a new competitor.
- There are too few potential event organisers who are TrailO aware
- The skills barrier to entry for non-orientees to start TrailO at existing competitions is too high.
- Events are hard to find or are not registered as TrailO

A wide-ranging discussion led to a number of suggestions but no strategic agreement:

- To get more events staged, we need to start from interested Foot Orienteers. We could identify geographical clusters of TrailO aware BO members from previous competition results to identify people who might put on introductory events and where a series of events local to each other could take place. This would make entry level competitions available in specific areas and create the opportunity for new participants from the FootO community, people who attend events and do not compete and other beginners.
- Event formats should be simplified both for the organiser and the new participant. simple and low-key TempO consisting of an assisted model control and a few more would be a way to provide entry grade competitions. Perhaps self-managed timed controls.

### 15. TrailO Steering Group Membership

RK expressed a wish to retire as Chair of the group. It was proposed that CBG should be approached by RK to join the Group and take over as Chair.

**Action: RK to approach suitable candidates and make a recommendation to DM for the new chair of the TrailO steering Group**

TD expressed willingness in principle to join the Group but felt unable to commit to being a member in 2018. He will be invited to attend as an observer.

Ian Phillips will be approached by RK to take on the lead of any significant IT developments, once again as a co-opted member.

CA was willing to continue his work with the BO TrailO minisite and the Facebook group.

## 16. Any Other Business

This was Anne Braggins last meeting as a member of the Group. RK extended the Groups thanks to Anne for her 27 years of official support for TrailO starting in 1989. The committee thanked Anne for all her contributions to TrailO over the years.

## 17. Next Meeting

**Action: RK will target a date in May 2018 around the BTOC 2018.**

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## 18. Action List

Ref.	Item	Action	Who
1	3	Members review their Conflict of Interest declarations and update if necessary.	Group Members
2	7.4	GU to check the way this works and feedback any findings that would require a change to DM (results attached).	GU
3	8.3	ALL to send any additional useful templates from previous events to CA for inclusion in the mini site.	All
4	10	AB will prepare a paper to support DM taking the to the BO Board making the case for BO to pay these unavoidable expenses.	AB
5	11	JK to prepare the PreO rankings based on these decisions. JK and IP to investigate methods establishing a Tempo Ranking List.	JK/IP
6	12	RK will draft revised Selection Policy and circulate it to the Steering Group for approval.	RK
7	12	RK to approach the potential selectors and circulate the proposals to the Steering Group to finalise the Selectors for 2018	RK
8	13	EU will document a role description for the Team Manager based on input from AB and JK	EU, AB, JK
9	13	RK to approach CBG as Team Manager for ETOC 2018	RK
10	15	RK to approach suitable candidates and make a recommendation to DM for the new chair of the TrailO steering Group	RK
11	17	<b>Action: RK will target a date for the next meeting in May 2018 around the BTOC 2018.</b>	RK

## **Finding particular disciplines on the British Orienteering fixtures web site.**

Note by Graham Urquhart for the TrailO Steering Group

Action from meeting on 18<sup>th</sup> November 2017

**Question: Does the fixtures list and filters provide a reasonable and usable means for potential TrailO competitors to find relevant events, given that these are rare and often a hybrid with a FootO event**

For BO Members:

- The BO Home page provides no capability to find events other than by location.
- The event Diary page has no indication of the disciplines available at the events.

For BO Members and non-members

- The event Fixtures page has a type selection for TrailO events. This currently delivers no planned TrailO events at all.

It looks likely that the fixtures database and the fixture site both assume that one event can only have one discipline and cannot deal with hybrids (such as Score/Urban, Relay/Score and anything with TrailO).

The simplest way to address this would be for hybrid events to be registered twice, once for each discipline.