

# Event Scheduling Group Meeting Minutes

Saturday 6 October 2012

at Carrs Lane Church Centre, Birmingham



## 1. Chairman's opening comments, welcome and introductions.

Dick Towler was welcomed as the new representative for NWOA. Unfortunately David Pal as the new representative for WOA was unable to attend. The retiring representatives, Richard Tiley and Brian Hughes were thanked for their work in the group.

Attention was drawn to the fact that the agenda would take us far beyond the new group's currently stated terms of reference, but that this had been accepted by the Acting Chairs of Events and Competitions Committee (E&CC) and Event Programme and Publicity Group (EP&PG) and that any scheduling decisions relating to 2013/2014 and probably 2015 were unlikely to be changed.

## 2. Record of persons present.

Mike Cope – Chairman of the Event Scheduling Group (ESG) and YHOA

Dick Towler – NWOA

Allan Williams – WMOA

Anthony Biggs – EAOA

Richard Sharp – SCOA

Philip Gristwood – SEOA

Chris Philips – Acting Chair of Event Programme and Publicity Group

Dave Peel – Event Manager

## 3. Apologies.

Paul Caban – SOA

Joe McClure – NIOA

Richard Sansbury – SWOA

Duncan Archer – NEOA

Ian Whitehead – EMOA

David Pal - WOA

## 4. Declaration of any other business and other interests.

It was agreed that other business mentioned (UKOL, Area Champs, Home Internationals, database clutter) would come up under other agenda items

PG is chair of EOC, MC is chair of ESG and YHOA rep.

## 5. Minutes of Fixtures Group meeting held on 17 March 2012.

The minutes were accepted as accurate.

Actions from the meeting.

Many actions concerning scheduling queries were listed on the planner and most have been dealt with.

7 DP was to ask E&CC to reassess the Area Champs – ongoing as E&CC formation etc. was delayed

7 DP was to liaise with organisers of 2013 UKOL events - done

7 DP to draft a request for UKOL 2014 events to go to AFS via MC – not done as requirements were not clear and much work went into sorting out 2013

10 MC to develop rotation plans for British Champs and JK – done as far as possible on comments received

11 DP to check on the possible B status of Midland Champs 2014 – E&CC/EP&G not in place to do this

14 TB to keep list of requests for future work on the database – ongoing

15 PC to follow up guidance on event naming – on hold

## **6. ESG within the new structure and expectations of E&CC & EP&PG for the Group.**

Chris Philips outlined the procedure that the Board had adopted to change the structure of committees and workgroups. The process had not gone as quickly as had been hoped but the new E&CC did first meet in April and there have been more contacts since. The Board was looking for a structure that could react quickly, positively, and dynamically as required. E&CC decided to set up 3 specialist groups some of which would have workgroups. ESG is a workgroup under EP&PG. Task groups may also be set up temporarily for time limited work. Communication with clubs and orienteers was a concern and it is hoped that the new structure will improve this. A new chair of E&CC has recently been appointed – Chris James of NGOC and things are beginning to move a little faster.

The formation of the specialist groups had not gone very well with few applications, but there were more now and the groups were getting round to first meetings. EP&PG will meet on 16 Oct. There is a lot of work to do and some things will not be dealt with as quickly as everyone would like. Questions over event matters from members of ESG can go either to Chris James or Chris Philips.

The Board is looking at the details and running of the British Championships but there is unlikely to be any change until 2016.

It is felt that some B events are not getting the status that they deserve. They are important events but there are quality issues. There may be a role for ESG in assessing the quality of B events that are requested.

Communication is of concern. There may be a role for members of ESG as a channel of communication as they will be the only people appointed as representatives of their associations.

The Competitions Review did make some recommendations but apart from UKOL, not much has been taken forward with the recommendations.

The terms of reference for ESG were written last April. Since then, there have been additional thoughts about ways in which the new structure will function. ESG may have a much wider role. EP&PG will be considering this and ESG members have the opportunity to make their thoughts known. MC is on EP&PG and can take forward views.

Those present as members of ESG were encouraged by the comments made by Chris. It was a pity that the original terms of reference set out appeared to offer such a reduced role for ESG when it now seemed that the group might have an even wider role than before.

Though not directly connected with the above, a few other points were made in the discussion that followed. The status of the Area Champs is a concern. There are examples in the recent past where they have not been a financial success. Then there is the problem of some regions having difficulty finding a suitable A standard area – this problem is not entirely confined to EAOA in 2014. There is a reluctance by some clubs to put on B standard events in quality areas because of the expectations for facilities required. Clubs do like to put on events to suit themselves and their members rather than what BO wants, though most are willing to take their turn with the major BO events. There should be some compromise between direction from above and what is wanted at grassroots. Some of the structure of competitions may be out of date for what is now wanted at grassroots.

## **7. JK and British Long/Middle/Sprint/Night Champs 2014 – 2016. Confirmations of hosts and dates.**

Prior to the meeting much had been done to fix dates and fill in basic details for 2014 and 2015. This is now shown on the planner and the BO database. Having decided that a June date was better for an SEOA British Middle and Sprint in 2015, PG will try to move this forward within the region. The 3 regions concerned with the JK and British Champs for 2016 (YH, WM, SC) were aware of the expectations and were looking at possibilities. Provisionally, the two clubs which had bid unsuccessfully for 2013 BNC were in place for 2015 and 2016.

There were no further comments on the rotation plans beyond 2016. There is still general agreement on the basic plan though some known queries are shown on the planner. No further progress can be made until there is clearer guidance on the future from E&CC and EP&PG.

## **8. UK Orienteering League.**

2013 plans for UKOL are now finalised. Details are being publicised in Focus.

2014 plans have been prepared by DP and much of the series is settled. Again, because of the timescale, events are being taken from what is already planned rather than asking for bids from clubs to stage specific events for the series. There are likely to be two remaining weekends needed to complete the series. A weekend is needed near the end of May/beginning of June. It could be that the Scottish Championships are used for this especially if they become a WOC selection race. Alternatively the weekends of 31 May/1 June or 7/8 June could be used and bids could be sought. No progress can be made until WOC selection is decided. The other weekend is likely to be the final one most likely on 1/2 Nov. Nov Classic could be used again or it could be that this event follows a final somewhere else on the Saturday. DP is to tidy up current plans and decide on what is required – probably after the first EP&PG meeting.

2015. There is a plan which currently has many more gaps than the 2014 one. There should be more opportunity to seek bids for what is required. It is now time to start thinking about this. It can be progressed further after more work by DP and EP&PG.

Some general comments were made about the UKOL at the meeting and by absentees who had sent in comments prior to the meeting. Views were mixed and not necessarily agreed with by all. There was some concern about the lack of early information about the league and the events within it. This was almost unavoidable in the first year with reduced timescales for planning. Future years do need sorting out earlier. 2014 should already be finalised and we should be looking at 2015 now. There is some concern about the suitability of the competition for those who would have previously participated in the FCC and the UK Cup as elite juniors and elite 21s, and a feeling that they should have a shorter competitive season and therefore an earlier final in May/June. This concern should be brought to the attention of EP&PG and E&CC via CP and MC (it has already been raised with BOF by an individual). The position of the Area Championships within UKOL needs to be clarified. UKOL could further erode their status but including all of them would mean that UKOL would be almost entirely A events. This was never the intention and it would exclude some high quality events and areas.

Because of a potential clash between a UKOL event and the UK Relay League, the status and future of relays was mentioned again. The whole relay issue has been around for some time, but, with so much else to do, it seems unlikely to be a priority at the moment for the new committee and groups to sort out.

## **9. Compass Sport Cup and Trophy – dates for heats and dates and hosts for final up to 2015.**

2013. Heat details are urgently required from some associations for sorting out entries. MC is chasing these with appropriate AFS. 2013 final is OK with BOK.

2014. Heats agreed as likely to be in 8 associations (not EMOA and NEOA). 2014 final is OK with SN but see item 11 where a change of date might help with the cluttered programme at the end of 2014.

2015. Date planned for heats OK. Final has a date and there could be offers from 3 NW clubs. DT will confirm these soon and then the final decision will be for the group looking after the CSC.

There was comment about this not being a BOF competition but an understanding that as such a big and popular competition, it cannot be ignored by ESG.

## **10. Yvette Baker Trophy – 2013 rounds (spring), 2013 and 2014 finals.**

There is a need to sort out a heat in every association for April/May 2013. MC will be chasing these but it would help if AFS could identify them now. Some are already in the database. The final for 2013 is OK with LOG on 7 July. An offer is needed for 2014. On old plans this is shown as for SCOA but any offer for 6 July 2014 could be considered. MC to highlight this for all.

## **11. Other events on the main planner for A and listed B events 2012 – 2015.**

All details are on the planner and most actions regarding these events are shown on the planner. Only queries will be mentioned here.

In 2013, the Welsh Champs have been cancelled. They may be held as a C event on another weekend. The Harvester should be OK but just date confirmation is needed. As plans for the SHI in NIOA were

still not settled, it was agreed that dates would be suggested (7/8, 14/15 or 28/29 Sept) to avoid clashes and get it at about the right time of year.

2014. There is still the problem of the Midlands Champs. There is a possible offer from SMOC but not at A level. As the proposed date clashes with a firm B event in a neighbouring area and the date follows the weekend of the Southern Champs, this original date will be removed. MC and TB will look at other possibilities for a SMOC date which could be used for the Midlands Champs if it is decided to go ahead with them at level B. There is no immediately suitable and obvious date. Hopefully SLOW will confirm the Harvester. WM may have too much on with the British Sprint & Middle and the JIRCs and the BSSC. It was thought that the BSSC should be OK but that perhaps the JIRCs ought to go elsewhere. Offers will be sought. There is a congestion problem in Oct/Nov. A new solution has been suggested which does involve some date changes – VHI to SOA from WOA along with Commonwealth Champs on 18/19 Sept, UKOL final weekend on 1/2 Nov, CSC Final to move to 9 Nov. MC to ask those concerned to check on all these possible moves.

2015. There is the concern that two Area Champs (South and Midlands) are on consecutive weekends. However, both are firm offers and both have been asked about moving and are reluctant. As the future of these Champs needs to be discussed elsewhere, it was decided to leave things as they are. Is the date for the Scottish Champs correct? Offers are needed for several other events. AFS are asked to look at these and MC will request offers. The associations indicated for some of the junior competitions are not now ideal and some have been inherited from long ago. They do need looking at. MC to do this.

Area Championship problems were mentioned again but nothing more than is recorded elsewhere.

Home International problems were raised again. They involve a small number of people but if the scheduling is not approved of, there are complaints as happened this year with the SHIs. Although clubs are always eventually found to stage them, and nobody involved seems to want to stop, change, or combine them, there is often little choice of date and club, and some grumbling along the way. They need scheduling earlier than is often the case and they need to take account of bigger events that are already in the calendar. ESG cannot ignore them and probably could help by suggesting suitable dates.

**12. Other level B events requested by clubs/associations. All B events up to July 2014 should be finalised. Any later requests can be made known and added to the database but not confirmed.**

Much updating of the list had been done prior to the meeting. The list was checked and there were no major concerns about clashes. It was recognised that the group would have to do rather more than this if quality became a responsibility.

**13. Any BO fixtures database issues.**

In theory MC is the only person at the moment with database access for putting in A and B events. The group agreed that an additional person should have that access at least as a backup.

Access for changing dates and downgrading needs to be sorted out so that for A and B, this can only be done by ESG Chair plus backup, and C date changing/downgrading can only be done by AFS. There is some uncertainty about whether there is still a postcode problem. TB will liaise to check on these problems and get them sorted out.

Clutter on the database was considered to be a problem by some. Activities had increased the clutter when looking at lists. It can be overcome by filtering and this is likely to be the only solution available.

**14. Newsletter for Club Fixtures Secretaries.**

The general feeling was that this was useful. Although feedback had been limited, it clearly was looked at and considered useful by some club fixtures secretaries. MC will produce one but will try to make it highlight important things better. It will have much about offers required for staging events. It will not be produced until after the EP&PG on 16 Oct.

**15. Terms of reference for the Event Scheduling Group. Any positive feedback to go to EP&PG and E&CC including anything other than scheduling such as the fixtures database.**

There was certainly appreciation from the group that the original terms of reference were likely to be extended beyond the original very limited ones. It was agreed that we needed terms of reference similar to those of the old National Fixtures Group. Something like the following was needed and it is put forward as a starting point to EP&PG and E&CC. Some detail does need fleshing out.

- To work with EP&PG and/or E&CC on the scheduling of the British Championships and UKOL events.
- To coordinate the scheduling of all A and B events following strategies determined by EP&PG and/or E&CC.
- To provide advice about event scheduling to EP&PG and/or E&CC.
- To oversee the maintenance and updating of the fixtures database on the British Orienteering website.

Possible roles associated with AFS acting as a channel of communication to associations and playing a wider part in quality control were not expected. There is some support for such roles but it needs further detail and discussion.

The post of National Fixtures Secretary no longer exists and PC is no longer doing any of the work he previously did. There is a strong feeling from the group that there is a role for another official within it, separate from the chair. The old title of National Fixtures Secretary may not be appropriate but someone should be able to take on some of the responsibility for looking after the database, and assisting and deputising for the chair of the group. There was discussion about a minutes secretary as well, especially as unexpected circumstances meant that these minutes had to be taken by the chair. Some felt that a person not participating in the meeting ought to be doing the job. When working practices of the groups become clearer, it may be easier to decide what is required. The matter will be referred to EP&PG.

#### **16. Any other business.**

Items have been covered elsewhere

#### **17. Dates of next meetings - 23 March 2013 already agreed and October 2013??**

All at the meeting agreed that at the moment they were available for 23 March. No date was fixed at the meeting for October 2013 but post-meeting, 19 October, the day before the BOK CSC Final seems a sensible choice. There was some discussion about venues. Darley Dale is too awkward for several people to get to. Tally Ho is liked but Carrs Lane has advantages of convenience for the station and a pleasant, reasonably quiet room. MC will check both dates with all and will check with BOF about venue costs before making a decision.

#### **ACTIONS**

Actions are not listed if they relate directly to items already listed on the planner where names or initials indicate who is responsible for doing something. These are mostly from agenda item 11

- 8 UKOL concerns about junior and 21 elites to be raised with EP&PG and/or E&CC by CP/MC
- 8 Remaining requirements for UKOL 2014/2015 to be identified and advertised – DP/MC
- 9 Missing CSC detail to be chased up – MC
- 10 Missing 2013 YBT detail and a club to host the 2014 final to be chased up – MC
- 11 Scheduling problems and possible changes in Oct/Nov 2014 – MC to lead
- 11 The future of the Area Championships to be raised with EP&PG and/or E&CC by CP/MC
- 11 The future of Home Internationals to be raised with EP&PG and/or E&CC by CP/MC
- 13 Database problems over dates and downgrading to be dealt with by TB
- 13 Any other issues concerning the database to be collated by TB
- 14 Newsletter for CFS to be produced after Oct 16 and when UKOL requirements are clearer by MC
- 15 ESG suggested terms of reference to be passed on to EP&PG and/or E&CC and developed CP/MC
- 15 Appointment of another official and meeting secretary services for the group to be considered – to EP&PG/E&CC by CP/MC
- 17 Future meeting dates and venues to be sorted out - MC