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**Meeting held at the Holiday Inn, Birmingham on Saturday 12 February 2011 at 11:00**

**Present**

Dick Keighley, Chairman (RK)	WIM, SWOA
Anne Braggins (AB)	WAOC, EAOA
Don Braggins	WAOC, EAOA
Neil Cameron (NC)	NGOC, SWOA
John Kewley (JK)	MDOC, NWOA
Christine Roberts (CR)	EBOR, YHOA
Christine Vince (CV)	KERNO, SWOA, Coaching Committee

**Apologies**

Alan Gartside	LVO, NIOA
Dave Gittus	WRE, WMOA
Peter Roberts	EBOR, YHOA

**T11/1 Chairman's introduction and opening remarks**

The Chairman welcomed everyone to the meeting and apologised for the limited notice of the meeting agenda due to other orienteering commitments. He thanked NC for agreeing to take the minutes.

**T11/2 Attendance and apologies**

There were apologies from Alan Gartside, Dave Gittus and Peter Roberts.

**T11/3 Conflicts of interest declaration**

No additional conflicts of interest were declared. Members were reminded to send in their 2011 declaration in the next few days as already requested.

**T11/4 Minutes of previous meeting**

The minutes of the meeting held on 10 July 2010 were approved.

**T11/5 Matters arising and actions (not on agenda)**

There were no matters arising that were not on the agenda.

**T11/6 UK Trail-O events 2011 and beyond**

The Chairman said that apart from the JK and BTOC, he was unaware of any Trail-O events scheduled in UK in 2011. Alan Gartside had reported to the Chairman that JK 2011 preparations were progressing well. About 25 entries had been received at the first closing date.

BOC 2011 were being held near Sheffield in mid-May, and the organisers there had been asked to run BTOC. CR reported that Monika Cooper, Chair of SYO, had agreed, provided the expertise was supplied from outside their club. An area had been identified which was part of the relay area but unused by the relays, and car parking was adjacent to the Trail-O area. BTOC would be run on the BOC day (Saturday 14 May 2011) with mid-afternoon starts (say from 2 p.m. onwards). Foot-O competitors would need to request early start times if they also wished to do the Trail-O. CR agreed to be planner. Michel Johnson (EBOR) was suggested as Controller and would be approached by CR. Further details of the event were left to the Chairman and CR to finalise.

It was agreed that an event in the autumn would be valuable. Caddihoe Chase at Burrator in mid-September was suggested, with Eric Peckett as a possible organiser/planner. The Chairman agreed to follow this up.

JK 2012 (Scotland): the Chairman reported that he believed SOA would run this but needed expertise assistance. The Chairman agreed to make an initial approach to the BOC 2012

organisers (NWOA in South Lakes) regarding Trail-O. John Kewley offered to act as Liaison with NWOA.

#### **T11/7 Publicity/Focus**

Focus and CompassSport articles submitted had been printed. The article for the next Focus would be from Christine and Alan Gartside re BTOC and JK 2011. The Chairman to contact Alan to get this done.

#### **T11/8 Rules & Guidelines**

Work was still proceeding and the Chairman and John Kewley hoped to have this work completed soon. The issue of how the champions in the Paralympic classes at JK and BTOC would be determined was discussed. It was agreed that the IOF rules would apply. IOF organiser guidelines prepared by Anne Braggins had been accepted by IOF and would appear on the IOF web site soon.

#### **T11/9 Coaching and training resources**

The Chairman reported that at the request of the Coaching Committee Christine Vince would represent Coaching Committee on the Trail-O Committee. The Board to be asked to amend Terms of Reference accordingly. CR had nothing further to report.

#### **T11/10 Selection procedures & ranking list**

NC reported. The draft 2011 selection procedure tabled was agreed subject to amendments to clarify the use of "team" (to be done by the Chairman and NC) and would be published on the British Orienteering web site. Anne Braggins and NC were appointed selectors for 2011.

Possible Paralympic class entrants needed to be requested to follow the new IOF eligibility process and complete the new form. The Chairman agreed to e-mail potential candidates, and publicity would be arranged on the British Orienteering web site.

The latest ranking list was tabled (which showed results from BTOC 2010). After a lengthy discussion, NC agreed to prepare a paper for discussion regarding issues such as whether this was a British Orienteering ranking list or one used solely for selection purposes, and to address the issue of using results from British Orienteering members who were potentially eligible for more than one National Federation.

The ranking list would be published on the web site to give everyone interested the opportunity to validate and if necessary challenge the accuracy of data and computations.

#### **T11/11 Funding review**

Anne Braggins reported that £3,000 was the WTOC 2011 budget available. As the European Championships is biennial, it was thought advisable to request different budgets for alternate years when there were one or two international events (eg £4,000 and £2,000 rather than £3,000 twice).

#### **T11/12 IOF Rules & Paralympic qualification**

The Chairman reported that the IOF rules for this had been changed, and now required any mobility disability to be significant and permanent, and eligibility approval had to be applied for using a medical sign-off submitted at least 8 weeks before the event. The criteria included the requirement that the National Federation verified any disability claimed, and NC suggested that if anything was to be done in this regard, it would need to be done under the auspices of the Trail-O Committee. The number of regular British Orienteering representative competitors now eligible would be much fewer as a consequence of the Rule change. See also earlier in minutes.

#### **T11/13 WTOC 2011**

Anne Braggins wanted to know what the possibilities for team uniforms were, and the Chairman would contact Caroline Povey regarding this.

After discussion, it was agreed that the WTOC 2011 Team Manager would be decided at a later date by the Chairman and AB.

### **T11/14 WTOC 2012**

Anne Braggins requested guidance on paying expenses connected with the above. NC said that he believed it would be as follows but would confirm this. Anne (or someone she delegated the task to) was responsible for ensuring that the budget already approved was adhered to and that planned expenditure was approved before it was incurred. Claims should be signed off by Anne, and the office would pay approved claims and supply summary of the budget status as required.

The Chairman reported on the site visits to Scotland and the likely course areas and possible accommodation. He also confirmed that following contact with the IPC through the IOF, the proposed location and dates had been confirmed as acceptable. We had also been requested by IOF to prepare a Bulletin to meet the one year deadline in the usual way. Jari Turto (FIN) had been appointed to act as the Senior IOF Event Adviser.

Anne Hickling has been appointed as Event Organiser and Brian Parker as Lead planner with Roger Scrutton to assist him. Anne Straube has been appointed as National Event Controller (in-forest aspects) with RK on other aspects. Forestry Commission access confirmation is still awaited. AB reported that Anne H had produced costings for St Andrews and Dundee. CV had volunteered to handle the Accommodation booking role as long as it could be done remotely.

It was agreed that Dundee should be used and Anne S advised accordingly.

NC stressed that expenditure (eg accommodation bookings) should not be committed which risked not being covered by income. Instead, special booking terms should be negotiated, or competitors charged extra to raise income to cover such a risk.

The Committee expressed its appreciation to those who had brought things to this stage. A report for the British Orienteering Board meeting on 8 March would be produced.

Anne B reported that the British Orienteering web site would be used and Anne H was contacting Caroline Povey to arrange this. The requirement to keep the WTOC 2012 subsite open for some time after the event (especially for results information) was noted.

NC commented regarding:

- The need for a volunteer plan (which should look also outside orienteering) identifying the resources and roles required, the possible use of JK 2012 Trail-O as practice, and identification of what expenses (if any) and benefits (such as free entry to WTOC Trail-O courses after used by WTOC)
- The need to research other income sources such as sponsors (who might then get involved in Trail-O nationally), local authorities, and EventScotland
- The need for a more detailed plan to use WTOC 2012 for UK Trail-O development

### **T11/15 Any other business**

JK drew attention to Pre-O web sites in Norway as potential training resources: <http://preoliten.blogspot.com/> and <http://preo.no/nyheter/>.

The formation of the IOF Athletes' Trail-O Commission was noted and Anne Straube was acting as co-ordinator.

CR asked that BTOC and JK 2011 and 2012 be registered as Trail-O on the fixtures web site. CR and CV agreed to chase as appropriate.

### **T11/16 Dates and venues of future meetings**

It was agreed that the next meeting would be held on Saturday 16 July 2011 in Birmingham. Further progress would be made by e-mail in the interim.

### **Close**

The meeting closed at 3.56 p.m.

### **Actions from Trail-O Committee 12 February 2011**

1. Send in completed Declaration of Interests form (All, ASAP).
2. Finalise BTOC 2011 arrangements and publicity (CR, RK, 12 Mar).
3. See if Caddihoe Chase 2011 could host a Trail-O event (RK, ASAP).
4. Approach BOC 2012 organisers regarding BTOC 2012 (RK, 1 Mar).
5. Focus article to include JK and BTOC 2011 publicity and 2011 selection procedures (RK [AG]/ CR, 19 Feb).
6. Complete Rules and Guidelines work (RK/JK, 15 Mar).
7. Request Terms of Reference change re Coaching rep. (RK, 19 Feb).
8. Finalise selection procedure re "team" and publish (NC/RK, 19 Feb).
9. Contact people affected by Paralympic eligibility procedure and publicise on web site (RK/NC, 19 Feb).
10. Produce paper on ranking list considerations (NC, 27 Feb).
11. Publish current ranking list (NC, 19 Feb).
12. Chairman to contact British Orienteering regarding two year budget cycle (RK, 19 Feb).
13. Chairman to contact C Povey re team uniforms (RK, 19 Feb).
14. Appoint WTOC 2011 Team Manager (RK/AB, 1 March).
15. Confirm WTOC 2012 expense procedures (NC, 19 Feb).
16. WTOC 2012 report for Board meeting (AB, 1 March).