2017 MINUTES OF THE
ORIENTEERING AUSTRALIA TECHNICAL COMMITTEE MEETING
Saturday June 10th, 2017 Sturt Public School, White Avenue, Wagga Wagga

Meeting opened 17:20pm

Present: Anna Sheldon (committee chair, Qld), Jenny Casanova (OA, minutes), John Harding (OA), Blair Trewin (OA), Jim Russell (OA Head Coach), Bill Jones (OA/ACT), Chris Naunton (Vic), David Shepherd (ACT), Andrew Lumsden (NSW), Neil Barr (Vic) Robin & Adrian Uppill (SA), Kathy Liley (Vic), Richard Matthews (WA), Margi Freemantle (Vic) , Ted Van Geldermalsen (Vic)
Apologies: Greg Hawthorne (Tas)

Minutes of Previous Meeting: verified by Jenny/Kathy

Matters Arising from the 2016 Minutes:

1) Controllers' Reports for all Group A (NOL & National) Events from 2016/2017 need to be submitted to the Technical Chair – simplified report form was circulated with the agenda - for compilation of relevant points and distribution to all controllers.   **Action: OA controllers**

2) The layout of the Technical pages on the OA website still requires review/updating – partly we are waiting to know whether there will be any further changes to the website.   **Action: JC**

3) Progress/ASC acceptance of MTBO Level 1 Controllers Curricula. Kathy had not received any feedback when she circulated this to MTBO committee and some technical representatives. To be forwarded to John Harding for submission to ASC.   **Action: KL, JH**

4) (ongoing) The Guidelines for Major Events and Event Management are still to be posted on the OA Technical Pages; there is a space for them in the Operational Manual but they may be better filed under Resources. Bill Jones - who has recently rejoined the OA Board - will kindly review the documents which Robin Uppill & Eric Andrews had previously worked on. Jenny to forward these to Bill/Anna.   **Action: JC, BJ**

5) Roles of Committee Chairpersons and of the Technical Committee. Although previous discussions did not lead to any change in the Role of the Technical Chairperson and Committee as described in the OA Operational Manual, we need to oincorporate some of the previous activities of the IT Committee. Also, ASC has recommended that each of OA's committees should have formal Terms Of Reference. Jenny to prepare these and circulate to Technical Committee for endorsement.   **Action: JC**

6) Australian Relay Championships. Starting in 2016 the relay champs included a moderate navigation course for W-14A and M-14A. This was considered a success and the OA Rules will be amended in due course. Shorter overall winning times – approx. 35 min/runner - are being used this year for the Aus Relays as was done last year also. Since there were no objections from the committee, this will be formalised in the OA rules from 2018. Some consideration could be given to wording an anticipated total winning time for a team rather than just for the fastest runner on course.   **Action: JC**

(7) Review of the course/class combinations for Australian Sprint Championships was undertaken in 2016 by analysing 2015 and 2016 results. Some of the subsequent recommendations are being followed for 2017 Aust Sprint Champs. The following course/class combination was accepted by the meeting and will be incorporated into the 2018 OA rules.   **Action: AS**

Australian Sprint Championships

Course	Class
1	M21E M20E
2	W21E W20E

3	M21A M35A M40A M16A M20A
4	M45A M50A
5	W21A W35A W40A W16A W20A
6	W45A W50A M55A
7	W55A M60A M65A
8	W60A W65A M70A
9	W70A W75A W80A M75A M80A
10	M14A MJB MOB
11	W14A WJB WOB
12	M12A W12A OE
13	M10A W10A M/W10N OVE

8) Anna Sheldon's review of possible adjustments to winning times for the Australian Long and Middle Championships is continuing and recommendations will be presented to the Technical committee in advance of the OA conference. Similar work has been done by Adrian Zissos in Canada and David May in relation to WMOC; one thing to look at is field strength vs winning time. Also possibly OA could make recommendations about which classes it's important to have starting earlier in the day. **Action: AS**

9) Risk Management and Safety; no states reported incidents to the meeting. It has previously been minuted by this committee and also documented at OA Board level, that OA cannot have an overarching policy dictating Risk Management processes because the requirements placed upon state orienteering associations by their various government bodies and emergency services vary widely. AL expressed the opinion that OA's Board would be ultimately responsible for a failure of duty of care at a national championship event; this is not the case although OA's public liability insurance which is maintained on behalf of the states/clubs obviously covers those events. It was agreed that OA should evolve a Risk Management Policy which acknowledges that states' risk management procedures necessarily have to vary and that it is appropriate for each state to have its own policy; this is to be done at next OA Board meeting.
Action: JC

Standing items:

1) Contact details for each State for 2017 – previously circulated with agenda.

2) Level 3 controllers for Group A events in 2017:
Tas NOL races – Bert Elson
ACT NOL sprint/middle – Ann Scown
NSW Aus 3 day – Alex Davey
ACT NOL Ultralong/sprint – Bill Jones
Aust Champs NSW – Rob Vincent, Andrew Lumsden

3) IOF Event Advisers for 2017 WREs: Andrew Lumsden (Aust Sprint, Middle, Long Champs)

4) Level 3 controllers for Group A events in 2018:
Melbourne NOL sprints - TBC
Australian 3-Days - Greg Hawthorne/Bert Elson?
Vic NOL middle/long – Neil Barr, Warwick Williams
QLD middle/Ultralong – Anna Sheldon, Liz Bourne
Aust Champs SA – Robin Uppill, Phil Hazell, Peter Cutten, Jenny Casanova

5) IOF Event Advisers for 2018 WREs: applications to IOF to host WREs will likely be required in September. Vic NOL Sprints: Ted Van Geldermalsen. Others TBC

6) Level 3 controllers for Group A events in 2019: Richard Matthews (Australian 3-Days), others TBC. 2019 WREs not yet defined. National Controller for Oceania Championships (elite and youth classes) will be sought from among Australian IOF EAs. Senior Event Adviser for these to be appointed by IOF.

New Business:

1) KPIs for Technical and event management
These need to easily meet ASC reporting requirements, noting that our only accredited officials are controllers, although there has been previous discussion about keeping records of course planners/event organisers and the workshops they attend. The following were agreed upon under "Improve technical infrastructure and event management":
1. 100% of group A events to meet the OA rules and guidelines, and where applicable IOF Rules and Guidelines for course setting, controlling and event management. Written reports to be received from controllers of these events.
2. Maintain electronic communication between members of the OA Technical, Mapping and Events Committees to monitor and maintain rules, standards, technology and scheduling for event management.
3. All accredited controllers to keep a log of activities so that they can reaccredit after 4 years, and to attend an update workshop within every 8 years.
If these are accepted by the committee then they can be forwarded to ASC.   **Action: JC/JH**

2) Use of SIAC in Australian events
Section 20 (Punching Systems) of the OA Rules does not actually prescribe the punching methods to be used; these are in Appendix 3 and SIAC is to be added as a method. It was noted that Section 20 needs some wording updates also.

The meeting agreed that mixed punching within age classes is acceptable at major events although it will not be mandatory for organisers to offer use of SIAC. WA felt that mixed use doesn't quite seem fair and SA recommended that elite classes should be 'all or nothing' but other states felt that this is not worse than some people still having SI-5 cards, and the OA Head Coach doesn't have concerns about this process. ONSW has provided details of how mixed punching will work at 2017 Aust Champs; most important is to ensure that the dual finish process runs smoothly.

The guideline paper prepared by Anna Sheldon for use of SIAC was endorsed by the meeting after discussion and will become an appendix to the OA Rules in due course (presented as Appendix 1 to these minutes).   **Action: AS**

3) Addressing the issue of complaints handling at major events
Although the OA Rules do cover the processes for complaints, protests and jury decisions, the problem is often that at events the registration tent doesn't know how to deal with these; there needs to be a nominated person who can troubleshoot. (IOF rules say that the complaints should be made to the organiser, but at international events the organiser is effectively a controller, whereas in Aust they are primarily logistics manager.) Also, disgruntled competitors need to be aware that their behaviour at the finish can be upsetting to the people working there.

Document to be prepared for the Major Event Management Guidelines, which covers both of these aspects.   **Action: JC, AS**

4) Location and timing of L3 Controllers course
If a minimum of 6 attendees is confirmed then this will go ahead in Bathurst on Mon 25th September (venue TBC). Currently there may be 3-4 from WA (in advance of 2019), 2 from Vic (L2 controllers attending in order to reaccredit at L2), 1 from ACT. More would be better!

5) Update on controllers' course curricula
Bob Mouatt has kindly agreed to revise L3 curriculum, hopefully in advance of the September workshop. Jenny to endorse and forward L2 curriculum, which John Scown previously updated, to

Any other Business not on Agenda:

1) IOF Control Descriptions revision. IOF has circulated latest draft, incorporating Australian suggestions of:
   • Boulder - a filled-in circle (which was previously used for a dot knoll)
   • Boulder cluster - a black triangle (which was previously used for a boulder)
   • Dot knoll - a filled-in semi-circle with the straight part at the bottom (a new description)
   The rationale is that these changes make the boulder and boulder cluster exactly correspond to their ISOM symbols which is helpful to beginners in our sport; the flipside being that the dot knoll no longer corresponds to the shape of its ISOM symbol.

   Feedback to IOF from individuals & Federations is required by Aug 15th; unified response from OA is preferred so please forward any comments to Jenny. The full 8MB document including other changes is available on request.

2) ISOM 2017 – extensive discussions among mapping committee. When new maps are being made/ old maps updated, mappers should endeavour to comply with ISOM 2017; highest priority will need to be given to those maps being used for IOF-endorsed events such as WREs, Oceania Championships

3) Future updates to IOF MTBO mapping specifications are also proposed.

4) David Hogg Medal for Services to Event Management: awarded to Ricky Thackray (WA).

Meeting closed 18:30pm

Next meeting: Easter 2018 in Tasmania

Appendix 1
2017 Orienteering Australia Technical Committee Meeting – Position Paper
Use of SIAC at major events

Background:
SIAC (Sport Ident Activity Card – contactless punching) has been used for several years in major events overseas, and several major sprint competitions in Australia. The JK trophy in the UK (Easter 2017) successfully used mixed punching (normal SI and SI air) across age classes. NSW orienteering have proposed the use of mixed punching for the Australian Championships Carnival, according to the IOF policy linked below.
http://orienteering.org/iof-statement-on-mixing-contactless-punching-with-contact-punching/
Use of SIAC requires endorsement by OA as an approved punching system. In general, the use of SIAC is supported, as long as the overall event is conducted in a fair manner.

This document outlines a proposed policy on use of SIAC as a standalone or mixed punching at major events:
The use of SIAC should be conducted according to the standard procedures for SIAC, with the following considerations for organisers.
1. That the mixed punching be used according to the relevant IOF guideline, and IOF policy on approved electronic punching systems.
2. That several test events be conducted using mixed punching to test any issues, including ironing out any technical issues with SIAC, and ensuring that the use of SIAC is communicated to competitors in a clear manner.
3. The organiser needs to ensure that sufficient SIAC cards be available to anyone who wants to hire them. The hire fee must be set as to not impede uptake. This may require cards to be sourced from overseas. The deadline for hire of SIAC cards may be set at the cut off for standard entries.
4. The use and availability of SIAC the event should be clearly advertised, along with the potential advantages of using SIAC.
5. Procedures associated with use of SIAC by the competitor should be clearly explained and demonstrated. A technical model event in the arena, where competitors can test SIAC is advised.
6. Control placement should consider the requirements of SIAC. This includes placement of sprint controls so that punching through an impassable barrier is impossible, and positioning control units so that interference does not occur.
7. The finish layout and procedure be clearly advertised and consistent between all events (including model events. The layout of the finish should be consistent between races. SIAC and normal punching finishes should be separated sufficiently that those stopping are not run over by those running through. The finish requires at least 20m of straight running prior to the finish line, or split in the finish chute. Ensure that the minimum width of finish chute (1.5 / 3m) is maintained (Section 23 of IOF competition rules for foot orienteering).
8. The finish of relay events should be set so that there is no advantage on the final leg to an SIAC competitor over a standard SI competitor. This may require a finish adjudicator.