**Minutes of MDOC Committee Meeting 22nd July 2019**

**Present:** Marie Roberts (Chair), Sue Birkinshaw, Trevor Hindle, Tony Wagg (Secretary), Kath Speak, Eddie Speak, Pete Lomas, Rae Lomas, Ian Gilliver, Julie Brook, Sam Drinkwater.

**Apologies:** Alan Ogden, Dave McCann, Pete Ross.

**1. Minutes of Last Meeting:**  Accepted, subject to two amendments: section 6- MDOC ‘is running’ the Northern Champs. Section 7 – 3 years (not 2 years)

**2. Matters Arising/Actions:**

(a) Lyme Incident. A review of how we might reduce the risk of a similar event is summarised in an attachment to these minutes.

(b) UKUL insist that an event forming part of this league a must include a ‘-12’ course.

(c) Lyme summer events. These will take place on July 30th and August 13th, from 11.00am to 2.00pm. A temporary footpath closure means part of a permanent course is unavailable. John Britton will provide a replacement course and map.

**3. Finance:**

(a)No report was available forJune. It remains unclear whether the treasurer intends to open a new account.

(b) BOF insurance. The July 2019 CEO news states that the club and its officials will be covered for public liability regardless of the situation of non-members (participating in events). Clubs are still required to maintain a list of attendees. The BOF position on day membership appears unresolved.

(c) The financial year ends on August 31st. All are encouraged to submit expense claims and payments asap. **Action All.**

**4. Event Operation:**

(a) South Park Macclesfield. 75 people took part. Ian thanked all members who helped and Ben Kyd for his commendable course planning.

(b) Wythenshawe Park maprun (alias O on an App) event (phone based virtual controls). About 25 took part with success. No SI boxes came to harm in the course of this event but...

(c) Alderley. 2 SI boxes were stolen (half as many as last year if you take an optimistic view). Eddie was authorised to replace them. When DEE claimed for boxes on their insurance the insurer insisted that all should be grippled in the future. In most areas this is impossible and determined thieves have wire cutters.

**5. Event Planning:**

(a) British Schools Score, Heaton Park, 12th October. About 350 entrants are expected. BSOA should be able to provide first aid cover and dibbers. They are running the accounts and we provide maps. Marie (organiser) and Cecilia (F) and Ian have visited the area to assess potential safety issues and Dave McCann (planner, following initial work by John Kewley) is in contact with the controller. We may need to purchase more signs and hazard tape.

(b) Goyt, 9th November 2019. The initial car park area is no longer available but the Forestry officer has offered an alternative. Paul Jarvis (organiser) will meet them to discuss. SIAC hire will be offered if booked at the time of entry.

(c) Ian gave out draft 6 of the fixtures policy and invited comments. **Action All.**

**6. Mapping and Printing:**

(a)Ian has updated the spreadsheet which lists MDOC areas and identifies those in need of updating. Areas for forthcoming Saturday morning events will have priority. George Crawford Smith has requested additional funds for updating Heaton Park and a smaller increase has been agreed. Eddie is currently adding an Edgeley extension to the existing Stockport urban map for use on November 10th, and Tytherington golf course is a potential new area which could be suitable for a night event.

(b) The Club A4 printer, currently held by Dave Mawdsley, needs a new drum. It is more economic to buy a new printer and Eddie was asked to recommend one. This is expected to cost £200-300, is approved by the committee and will be held by Trevor Hindle. **Action ES.**

**7. Marketing:** Sam appealed for photos suitable for Facebook. Sue will pass to Sam details of a SELOC contact who may have useful experience of Facebook. **Action SB.** There have been 30 responses to the survey conducted at Alderley. Results are awaited.

**8. Performance:**

(a) BOF is running a webinar on the use of purple pen (planning tool) on 23rd July (for the record).

(b) Sue drew attention to the need for a controller or planning mentor to assist novice planners. All are in short supply. Ian agreed to run a planning course after Christmas.

**9. Membership:** Kath agreed to organise a first aid course in November/December. **Action KS.**

**10. AOB:**

(a)Lakes areas. Sue was pessimistic about the prospect of finding an organiser within the Club to seek permissions and organise an event at Bleathwaite. It could be offered as a venue for a Lakes 5 event though bracken could be a problem in August. The same problem may remain for other lakeland areas historically part of our ‘empire’ (Torver, Angle tarn, Place Fell, High Dam). We are reluctant to give up these areas but if we are unable to run events we will have to offer some or all to lakeland clubs. Before any such move the committee agreed to appeal for officials willing to run such events. Marie will draft a suitable item for the newsletter. **Action MR.**

(b) AGM. This will take place on October17th and will be preceded by a committee meeting on October14th.

**11. Date of next Meeting**: 9th September2019, at the Ladybrook Hotel.

**Appendix**

 After the committee meeting on 10 June, with contributions from Rae Lomas (Organiser) and Cecilia Fennerty (Welfare Officer), Ian Gilliver undertook a review of the club's safety procedures following an incident at an evening introductory event at Lyme on 21 May 2019 in which a girl on the Orange course became lost and returned very late.

In summary he concluded:

Context

1. the Orange course had been planned entirely to standards
2. the girl, who based on previous results could have been expected to complete the course satisfactorily, acted uncharacteristically and missed a clear path junction where she should have turned right. However, she continued and therefore walked off the map.
3. she said she didn't blow her whistle because she wasn't injured.

Lessons

1. If we are to hold evening introductory events at Lyme in the future, we should attempt to negotiate more flexibility in gate-closing time which would allow controls to remain in place until all competitors had returned safely.
2. MDOC needs to have the contact details of the Duty Ranger if we are to have further evening (actually any) events at Lyme, regardless of the gate-closure time.
3. Lyme provides more physical and technical challenges than any of the other parks which we use frequently. Learning from the incident, in the future:
	1. Courses up to TD3 (Orange) should be reviewed for inadvertent risks and, if considered appropriate, an extra control should be placed at a key decision point to reduce the possibility of a competitor making the wrong decision and walking off the map. In line with BOF regulations, a safety control placed in such manner will not reduce the technical difficulty of the Orange course as a whole as long as the other control locations in the course are of TD3 standard.
	2. Correspondingly, consideration should be given to providing a larger map extract to include some more terrain beyond the decision point so that the competitor has the opportunity to relocate if a wrong decision has been made.
	3. For introductory events, Orange course maps should be made available at Registration.
	4. Given the physical challenge presented at Lyme, the Organiser should consider whether to make whistles compulsory.
4. There would be considerable merit in MDOC taking the initiative to make sure that responsible adults and parents understand their responsibilities at orienteering events, not only at Lyme but elsewhere. However, important though it is, it is not yet clear what format these discussions should take, nor how often they should be held. Indeed, how might a teacher who had received the advice one week from one MDOC volunteer convince a different volunteer the following week that they have already received the advice? Might a slim booklet be appropriate to accompany the conversation: e.g. what course closing time means; does each child have a watch?; when to blow the whistle? There is some work to be done in preparing for this initiative.
5. After analysing the situation at Lyme, Ian then considered two types of event/terrain at opposite ends of the spectrum: Bramhall Park and High Dam, and for example:
	1. Should a safety bearing be prescribed?
	2. Should whistles be compulsory?
	3. Should Orange course maps be available before the start?
6. From this review, Ian concluded that no change to our safety procedures needs to be applied across all our events. However, as encouraged by the existing Risk Assessment procedure, different types of terrain/event require different approaches to safety issues.  Important messages should be reinforced wherever necessary.

A full version of the review may be obtained from Ian Gilliver.