The Race Management Sub-committee met at 1430 - 1900 hours at the Melia Palas Atenea Hotel, Palma, Mallorca, Spain on Sunday 2 November 2014

Please refer to the ISAF website www.sailing.org for the details of the submissions on this agenda

1. Opening of the Meeting
   In the absence of the Chairman, the Vice-Chairman took the chair.
   The Vice-Chairman informed the Sub-committee that the Chairman would be temporarily absent while he attended the Youth World Championship Sub-committee.
   (a) Welcome by the Chairman
       The Vice-Chairman opened the meeting and welcomed the Sub-committee to Palma. The Vice-Chairman invited Vice-President Chris Atkins to address the meeting. He addressed the Sub-committee on the Executive Committee’s goals and priorities and the key and growing role race management plays the successful delivery of ISAF Events.
   (b) Attendees and Apologies
       Apologies were received from Christophe Gaumont (FRA), Hans Peter Hylander (SWE) and Athanasios Papantoniou (GRE).
Race Management Sub-committee Minutes (cont.)

(c) Obituaries
The Sub-committee paid respects following the deaths of Hugh Elliott (USA), Andre Raoult (COK) and Masayuki Ishii (JPN).

2. Minutes of the previous meeting and Agenda
(a) Minutes
The Sub-committee noted the minutes of the Race Management Sub-committee meeting of on 10 November 2013 (circulated and approved after the meeting).

(b) Matters arising
There were no matters arising.
The Chairman entered the meeting and took the chair.

3. Budget
The Competitions Manager informed the Sub-committee that the provisional allocation of budget for 2015 was the same as for 2014. He reported that the Sub-committee had exceeded its budget for this year, but this had been agreed in advance by the Secretariat and Chairman of the Race Officials Committee due to the successful race management education and training work the Sub-committee was undertaking. The Competitions Manager went on to say that efforts would always be made to fund race management clinics and seminars where they are needed.
The Sub-committee discussed the budget allocation.

Decision
The Sub-committee requests that Race Officials Committee make extra budget allocation for an Instructors conference in 2015.
The Sub-committee assisted by the Secretariat will prepare a detailed plan (with costings) for an IRO conference and submit this to the Chairman of the Race Officials Committee for final approval.

4. Tasks and Responsibilities – Reports
(a) Chairman’s Report
The Sub-committee received a report from the Chairman.

(b) Working Group Reports
The Sub-committee received reports from the following working groups:
i) Manual Working Group
ii) Regatta Documents and Forms Working Group
iii) Applications and Renewals
The Sub-committee noted the positive comments received in regard to this year’s process. The FTP site functioned well and there were minimal problems with non-responses and late documents. The Chairman thanked the Secretariat for the smooth running of the process.
iv) Regatta Reports

Ricardo Navarro presented statistics from the reports. More IROs were shown to be using the standard ISAF report in 2014. The reports contained good information but the Sub-committee felt that this was hard to draw through from the form.

**Decision**

The Sub-committee approved redesigning of the report questionnaire.
The Sub-committee supported linking the submission of the reports with ISAF Sailor IDs.
The Sub-committee agreed the terms PRO, IRO and Race Officer need clarification and will re-issue its guidance on the matter to IROs.

Con Murphy and Helmut Jakobowitz will provide additional support to the working group along with the Information Technology and Tracking Commission and the Secretariat.

v) Appointments

The Sub-committee discussed this item at item 7 of the agenda.

vi) Newsletter

Tom Duggan introduced the Newsletter Working Group and elaborated on the next edition of the newsletter which the working group would like to produce after the Conference with reference to the reports made within the meeting and welcoming any new IROs.

The Sub-Committee encouraged the sending of any interesting information or case studies to the Working Group with the idea of using the format as an unofficial forum. It was also highlighted that the newsletter in standard form must be posted on the website as well as distributed through the ISAF mailing list.

**Decision**

The Secretariat to ensure mailing list is up-to-date and to add Continental Associations and MNAs to this and to prepare standard template of the newsletter.

**The newsletter is to be posted on the ISAF website**

vii) Coaches, Athletes and Other Committees

Adrian Stoggall reported on poor feedback from coaches during the year. Meetings were suggested between the Sub-committee and coaches to discuss subjects on an open basis, however it was important that conversations were not defensive and everyone looking for the same outcome.

Lijia Xu informed the Sub-committee of the comments of the Athletes’ Commission and in particular flagged consistency as the main concern (with particular reference to flags, signals etc. being the same; sizes, colours, materials etc).

The Vice-Chairman elaborated on the steps taken during events by PROs to review activity with daily meetings including race official chiefs, athletes and coaches and at the end of an event or series. It was acknowledged that it is often difficult to gain feedback from the athletes during an event as they are focused on their performance. Suggestions were made by the Sub-Committee that questionnaires could be circulated for completion on a particular subject area.
Decision
Adrian Stoggall and John Parrish shall liaise with the Coaches’ Commission and Rafael Gonzalez and Tom Duggan with the Athletes’ Commission on race management issues.

viii) Innovation and Technology
No report was made. The Chairman noted that more focus must be given to this area with the ITT Commission and in particular trying to avoid extra costs for organisers.

ix) Seminars and Clinics; Instructors Evaluation
A report was received from the Vice-Chairman on the 2014 clinic and seminar programme.

Instructors were given the goal to teach one seminar/clinic in the year and most had taught two. 64 individuals went through the seminars with under 20 individuals passing the test. The upcoming review (due after two years) will look further into the statistics including the number of first applicants. For 2015, the Sub-committee will encourage MNAs to develop programmes of education. The Vice-Chairman reported a major tasks for 2015 onward was the development of race management in Africa and Asia.

Discussion continued on development of race management training in countries with no national programmes. John Parrish felt that in some countries the education level of the seminar is too high and that a lower level is needed. The Chairman commended Rob Lamb (GBR) as being instrumental in creating the materials for the current seminar and is presently working on a clinic programme for developing nations. The Competitions Manager added that there has been work on joint initiatives within the Secretariat with the Training and Development Department on identifying emerging nations for sailing where race management education needs to take place.

Tatiana Ermakova referred to the MNA Forum and asked that considerations are made for non-English language format and the terminology of teaching materials as well as the potential distribution of prior reading to those attending education programmes.

The Sub-committee discussed the checking of the participants CVs to ensure participants are suitably qualified to attend the seminar.

Decision
The Working Group is to continue with development of materials.
The Working Group will liaise with the Secretariat over the minimum standard required of seminar attendees following the trials of such a system by the International Umpires Sub-committee.

x) IRO Development and Expanding Education
The Sub-committee discussed possible ways in which talent identification and ongoing education can be put in place. The Sub-committee was concerned to ensure that IROs without an established track record of officiating at ISAF Events should have a way into the appointments system. The Vice-Chairman, as the representative of the Sub-committee on the Race Officials Committee, encouraged recommendations and noted the difficulties in the review process when there is only one Principal Race Officer managing a team. The Sub-committee agreed with him that it is therefore important that feedback is gathered from IROs for talent identification.
Helmut Jakobowitz stated that appointments were published late and that from his perspective 15 to 20 IROs appear to be doing most events. He went on to say, with reference to the Event Appointments Working Party, he does not believe that the system is working and that the same individuals are being selected.

The Sub-committee discussed whether particular events could utilise mentors (from within the Sub-committee initially) to encourage recommendations being passed to ISAF. The Sub-committee also discussed that ideal events would be Regional Games where a representative of the Sub-committee or an Instructor could be sent spending time in each race course.

The Chairman asked the Competitions Manager for a view on this idea with consideration to budget. The Competitions Manager stated that if a structured plan was proposed by the Sub-committee, then consideration could be given by the Executive Committee to additional budget. The Competitions Manager said that requests for additional financial resources must have a clearly identified benefit before they were considered.

Adrian Stoggall reminded the Sub-committee that mentoring is different to instructing and may need additional training.

5. Race Management Procedures and Activities

The Chairman discussed the outward perception of the role of Principal Race Officers and IROs at major events and how this view can be positively raised. This was supported by the Sub-committee, which made comments on the growing professionalism and the role of the Course Representative. The Sub-committee was in agreement that more responsibility and more resource should be given to the Principal Race Officer and his/her team to empower them.

Vice-President Chris Atkins thanked the Sub-committee for this discussion and said it tied in directly with discussions on a larger scale, including how the ISAF Sailing World Cup has highlighted the need for improvements in this area.

Decision

The Sub-committee recommends to Race Officials Committee:

1) A standard list of race management equipment be prepared for inclusion in the contract with organisers of ISAF Events and for use by ISAF Technical Delegates in site visits.

2) ISAF Principal Race Officers shall work closely with ISAF Technical Delegates on all race management aspects, including developing a check list that can form part of the contract with organisers. The ISAF Principal Race Officer should be fully responsible for all race management details at events.

3) The role of ISAF Principal Race Officers and ISAF Course Representatives should be reviewed to define responsibilities, especially concerning race management issues.

6. Race Management Guidelines and Policies

The Sub-committee made comments concerning the clarity of the policies in respect to amendments for particular events.

Decision

The Sub-committee recommends to Race Officials Committee that urgent changes to race management policies by ISAF Technical Delegates should be reviewed first by a small group appointed by the Chairman. Implementation for a longer period that the
event itself will be further discussed by the Sub-committee and subject to approval of the Race Officials Committee.

7. Event Appointments

(a) To receive a report from the Event Appointments Working Party.

The Sub-committee received a report from the Event Appointment Working Party. The Chairman of the Event Appointments Working Party added to the report by highlighting the core aim of appointments system to identify and develop new and promising official.

(b) To review and comment on the procedures on the Event Appointments Working Party.

The Sub-committee reviewed the published procedures of the Event Appointments Working Party. The Chairman of the Event Appointments Working Party and the Competitions Manager emphasised that the role of the Sub-committee representatives is to undertake technical judgments on race officials' performance and make recommendations to the Working Party. The supervisory role of the Working Party is to review recommendations and monitor them in terms of fairness, irregularities, conflicts and timelines.

Con Murphy questioned the requirement that a Principal Race Officer must come from another country. The Competitions Manager confirmed that the current Regulations do not require this but submission 013-14 proposes changes in this area. The Competition Manager felt that the Working Party would be flexible in this area depending on the level of event. Tatiana Ermakova noted it was reassuring that many individuals opinion/knowledge are included in the process. The Competitions Manager confirmed that host MNAs are consulted as required by the Regulations.

**Decision**

The Sub-committee recommends to the Event Appointments Working Party that the appointments of a non-ISAF Principal Race Officers from the host MNA should be allowed.

(c) To discuss the identification of race officials for development to high level roles at event and to discuss future best practice.

The Sub-committee discussed the identification of race officials for development to high level roles at events and to discuss future best practice in under agenda item 4(x).

8. Strategy and development

Following discussion of other agenda items, the Chairman summarised the new strategic and development areas for the Sub-committee as being:

(a) the holding of an Instructors' conference in 2015;

(b) the holding of an IRO conference in 2015;

(c) the development of a race management education and training programme in Japan to support Tokyo 2020;

(d) continuous education and development activities for IROs; and

(e) the treatment of ISAF Race Officials at Principal Events (with a paper being prepared by John Parrish).
9. **Race Officials Committee**

The Sub-committee had no other recommendations for Race Officials Committee.

10. **Submissions**

(a) The Sub-committee considered the following submissions for which the Race Officials Committee is the Reporting Committee:

i) Submission 109-14 – ISAF Race Officials – New Disciplines, Regulation 6.9.6 from the Chairman of the Race Officials Committee

*Recommendation to Race Officials Committee: Approve*

ii) Submission 110-14 – ISAF Race Officials – Regulation 31 – Race Official Examinations from the Chairman of the Race Officials Committee

*Recommendation to Race Officials Committee: Approve*

iii) Submission 111-14 – ISAF Race Officials – Regulation 32 – Race Official Performance from the Chairman of the Race Officials Committee

*Recommendation to Race Officials Committee: Approve*

iv) Submission 154-14 – Racing Rules of Sailing – Rule 69 from the Chairmen of the Racing Rules Committee, Constitution Committee and Race Officials Committee

*Recommendation to Race Officials Committee: Defer*

(b) The Sub-committee considered the following submissions for which the Race Officials Committee is an Other Committee except Racing Rules submissions:

i) Submission 013-14 – Appointment of Race Officials to Events – Regulation 25.8 from the Executive Committee and the Chairmen of the Regional Games Committee and Race Officials Committee

*Recommendation to Race Officials Committee: Approve with amendment*

Amend to read “ISAF Principal Race Officer”.

ii) Submission 014-14 – Event Appointments Working Party – Regulation 25.8.2 from the Chairman of the Race Officials Committee

*Recommendation to Race Officials Committee: Approve*

iii) Submission 021-14 – Continental Associations to Train and Certify Regional Technical Officers and Race Officials from the Bulgarian Sailing Federation, Sailing Cook Islands, the Cyprus Sailing Federation, the Fiji Yachting Association, the Hungarian Yachting Association, the Yachting Association of India, the Oman Sailing Committee, the Pakistan Sailing Federation, Papua New Guinea Yacht & Boat Association, Qatar Sailing and Rowing Federation, the Russian Yachting Federation, the Royal Spanish Sailing Federation, the Yachting Association of Sri Lanka, UAE Sailing and Rowing Federation.

*Recommendation to Race Officials Committee: Reject*

iv) Submission 022-14 – Appointment of Technical Delegates and ITOs to Continental Games – Regulation 25.9 from the Bulgarian Sailing Federation, Sailing Cook Islands, the Cyprus Sailing Federation, the Fiji Yachting Association, the Hungarian Yachting Association, the Yachting Association of India, the Oman Sailing Committee, the Pakistan Sailing Federation, Papua New Guinea Yacht & Boat Association, Qatar Sailing and Rowing Federation, the Russian Yachting
Federation, the Royal Spanish Sailing Federation, the Yachting Association of Sri Lanka, Swiss Sailing, UAE Sailing and Rowing Federation.

Recommendation to Race Officials Committee: Reject

(c) The Sub-committee considered the following submissions on the Racing Rules of Sailing for which the Race Officials Committee is an Other Committee:

i) Submission 134-14 Racing Rules of Sailing - New Rule 30.3

Recommendation to Race Officials Committee: Reject

Prefer wording in 135-14

ii) Submission 135-14 Racing Rules of Sailing - Rules 30.3, 30.4, A5, A11, D2.1, L11.5

Recommendation to Race Officials Committee: Approve

iii) Submission 136-14 Racing Rules of Sailing - Rule 32

Recommendation to Race Officials Committee: Approve

iv) Submission 137-14 Racing Rules of Sailing - Rule 32.2(b)

Recommendation to Race Officials Committee: Approve

v) Submission 138-14 Racing Rules of Sailing - Rule 33

Recommendation to Race Officials Committee: Approve

vi) Submission 146-14 Racing Rules of Sailing - Rule 61.1(b), Appendix L 16.4

Recommendation to Race Officials Committee: Reject


Recommendation to Race Officials Committee: Approve

viii) Submission 154-14 Racing Rules of Sailing - Rule 69

Recommendation to Race Officials Committee: Reject


ix) Submission 190-14 Racing Rules of Sailing - Appendices J, K and L

Recommendation to Race Officials Committee: Approve

x) Submission 191-14 Racing Rules of Sailing - Appendices J1.2, J2.2, L16.9

Recommendation to Race Officials Committee: Approve

Subject to decision on submission 190-14

xi) Submission 192-14 Racing Rules of Sailing - Rules K18 and L27

Recommendation to Race Officials Committee: Approve

Subject to decision on submission 190-14

xii) Submission 193-14 Racing Rules of Sailing - Appendix K and Appendix L

Recommendation to Race Officials Committee: Approve

Subject to decision on 190-14

xiii) Submission 194-14 Racing Rules of Sailing - Rule L11.4

Recommendation to Race Officials Committee: Approve

Subject to decision on 190-14
xiv) Submission 195-14 Racing Rules of Sailing - Rule L15.2
   Recommendation to Race Officials Committee: Reject
   A boat can either retire or not, she cannot do so 'correctly'.
dxv) Submission 196-14 Racing Rules of Sailing - Appendix L16
   Recommendation to Race Officials Committee: Approve
   Subject to decision on submission 190-14
xvi) Submission 197-14 Racing Rules of Sailing - Rule L20
   Recommendation to Race Officials Committee: Approve
xvii) Submission 198-14 Racing Rules of Sailing - Appendix LE
   Recommendation to Race Officials Committee: Approve
   Subject to continuing consultation with the Sub-committee.
xviii) Submission 200-14 Racing Rules of Sailing - Appendix P
   Recommendation to Race Officials Committee: Approve with the following amendment
   Amend "preparatory signal" to "warning signal" as at present.

11. Closed Session (closed to observers)
   (a) Performance Investigations
   The Sub-committee received a report from the Competitions Manager on performance investigations undertaken in the year.
   (b) Commendations
   The Sub-committee had no commendations to recommend.
   (c) Seminar/Clinic Instructors, Test Administrators and Performance Assessor
   i) The Sub-committee noted the current list of instructors.
   ii) The Sub-committee recommended two names for consideration for approval by the Race Officials Committee.
   (d) Race Official Appointments
   The Sub-committee considered applications for International Race Officer status and made recommendations to the Race Officials Committee