

# Minutes of Teleconference Meeting of IOA committee on 24<sup>th</sup> April 2019

**Time: 8.00pm**

**Attendees:**

	In attendance	Apologies
Mary O'Connell (Chairperson)	x	
Sarah Ní Ruairc (Treasurer),	x	
Andrew Cox (Development Officer),	x	
Stuart Scott (Mapping Registrar),		x
Darren Burke (High Performance),	x	
Eoin Browne (Director of Orienteering Education)	x	
Aine Joyce (Minute Secretary)	x	
Debi Whelan (PRO)		x
Paul O'Sullivan-Hourihan (Controller of Technical Standards)	x	
John McCullough (Vice Chairperson)	x	
Fergal Buckley (Fixtures and Hon Sec)	x	
Ciaran Donaghy (National Childrens Officer)	x	

**Agenda:**

- Minutes of Previous Meeting
- Matters arising
- Recording of decisions made by email
- Officer Updates - matters arising from reports
- Governance updates
- Rules changes to R8-11
- A.O.B.

**Actions:**

1. Website/Online Fixtures – Fergal will speak to the people concerned at IOC ..... 2
2. Governance sub committee will speak after this meeting. .... 2
3. AJ to put previous minutes on the website ..... 2
4. Fergal B and Mary O'C will speak to potential clubs about IOC2020 at IOC next week. .... 3
5. AJ to put Rule changes on agenda for next meeting ..... 4
6. Next meeting will be at end of may. Aine to set up doodle poll ..... 7
7. Aine will send out further reminders for nominations for MacTire, with a closing date suggested by the judges. 2

The chairperson asked for comments on previous minutes,

**Matters arising from Minutes:**

**Website/Online Fixtures** – Fergal will speak to the people concerned at IOC.

**Awards:** Aine will send out further reminders for nominations for MacTire, with a closing date suggested by the judges.

**WIS:** application is submitted, and decision expected sometime around July

**Rule changes:** Paul expects the rule changes to be ready for the next meeting after AGM

**Spirit of O and Performance Excellence Awards:** Trophies and medals have been ordered.

**Governance:** awaiting documents, may not be ready for AGM. Governance sub committee will speak after this meeting.

**Insurance:** exclude summer tour, look at in May, June 24<sup>th</sup> is the expire date for travel insurance

Action: AJ to put previous minutes on the website

End of matters arising

## Officer reports:

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### *Fixtures*

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Currently there is no club available to put on IOC2020, discussions still underway.

There was a discussion about IOC and the rotation between provinces.

It was noted a 4day orienteering event is a significant undertaking for any club.

A more detailed discussion is required. The topic will be introduced at the AGM.

Action: Fergal B and Mary O'C will speak to potential clubs about IOC2020 at IOC next week.

The report below was submitted in advance.

#### **IOC 2020**

IOC 2020 is scheduled to be in Munster. No Munster club has yet stepped forward to be lead organiser though and therefore there are no concrete plans in place at this point.

#### **Website Update**

Will approach in person those 'nominated' at the recent committee meeting who are at the IOC next weekend to ascertain their interest in being part of a website-development sub-committee and seek opinions on how to proceed.

#### **Governance**

Waiting on final drafts of required policy documents to convene next Governance Sub-committee meeting, at which point we'll hopefully be in a position to forward said documents to Executive with recommendation of adoption. Once this process is done, we will be in a position to declare that we are fully-compliant with the Code of Good Governance and advise Sport Ireland of such.

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### *Vice chairperson*

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The report below was received in advance.

The car window stickers have been ordered and paid for. They should have been printed this week and I expect to receive them in the week after Easter.

I took part in the review of the DAF RTGO project via tele meeting on 9th April. Áine is drawing up the report.

The WOD event we thought of running at the National Sports Campus will need to be postponed until June if we want to run it in conjunction with the LSP Adventure Hub meeting. Laurence Quinn has finished the map except for the new indoor arena which should not affect any course (s) we might plan.

I don't know if I can make the AGM as I'm controlling the IOC Relays the next day about 1 hour's drive away.

I am prepared to remain on the Exec for another year.

WOD: I know that 3ROC are running a WOD event on 19th May at St Catherine's Park in Lucan, Co. Dublin.

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### *Technical:*

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Will be back to the committee on any issues, put on agenda for next meeting

The report below was received in advance of the meeting.

Progressing the amendments to Rules 8,9,10,11.  
Not completed yet.  
Received paper copies from Aine.

Query re qualification to represent Ireland - possible requirement to produce a guidance document.

Query re Schools Orienteering - Will need more information before deciding course of action.

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### *Comms:*

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The report below was submitted in advance of the meeting.

Following from previous report, continue to update and post on social media. John and Aine are also posting.

Sent out information again to all clubs regarding registration of World Orienteering Day events and encouragement to organise something. As of yet I have had one request in light of the email for certs to be sent.

Currently five IOA affiliated events have been registered which is a pretty poor show in my opinion.

I have had contact from five clubs in return to my most recent email regarding WOD which requested an acknowledgement as I am still unsure if clubs are actually monitoring the O.ie emails. It seems most are not at present which is disappointing as potential new members may contact this way via the website. The Cork and Bishopstown club events have yet to be registered with WOD.

I haven't had any contact from RTGO schools and no WOD events registered by them as yet.

Contacted Fergal regarding IOC 2020 in the hope of getting promotional material ready for IOC 2019 distribution, however as per his report, nothing decided as yet!

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### *National Children's Officer:*

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The report below was received in advance.

I received an email on 12 April from Sport Ireland Safeguarding and Ethics Executive with details of the NGB Audit Framework. The Safeguarding Audit process has to be completed and submitted by Friday 7<sup>th</sup> June. I will probably be looking for somebody to check it and proof read it before I submit it.

In the coming weeks they will also be sending me:

- Club Risk Assessment.
- Volunteers Questionnaire.
- Parents and Carers Questionnaire.
- Children and Young People Questionnaire.

I assume instructions of what exactly I have to do will come with the above.

On Tuesday 7<sup>th</sup> May I will be attending a Garda Vetting conference in Croke Park.

On Wednesday 8<sup>th</sup> May I will be doing a Risk Assessment course in Sport Ireland.

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### *Education/Coaching:*

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Report submitted in advance of meeting;

- Instructor Training Course took place in Ennis in early April with 9 trainees.
- Instructor Training Course scheduled for tomorrow and Friday with 7 trainees.
- We had review meeting for the Ready to Go DAF funding for 2018/19 - there will be a separate report/ minutes for this.
- RTG event in Limerick May 10th
- Upcoming Instructor assessments are taking place in Kerry on the 15th and 16th May
- Next RTG course is 17th May in Kilkenny - this has also been registered for World Orienteering Week.

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### *Treasurer:*

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The report below was submitted in advance of the meeting.

#### **1. 2018 Financial Statements & 2019 AGM**

The financial statements for 2018 have been prepared by the accountant and were already circulated to the Committee. As anticipated, we incurred a negative surplus of approximately €12,000. If any member of the Committee didn't receive a copy, I can email the information on request. These and the statements for 2017 will be presented at the forthcoming AGM. I will write my reports for both years and circulate these to the Committee by the end of the week.

#### **2. 2019 Sport Ireland Grant & 2019 Budget**

I suggested some changes to the 2019 Budget following a meeting with Sport Ireland (SI) and these were agreed at our March Telemeeting. The revised budget was submitted to SI shortly after the meeting but funding for 2019 has not yet been received. I will contact SI later this week in this regard. However, we have sufficient funds in the account at present to continue operating. Following a request from Eoin, the "Coaching" budget has been renamed the "Orienteering Education" budget.

#### **3. International Competition Payments**

Payments for WOC, JWOC and EYOC are usually made in May/June every year. These payments are generally substantial and represent a significant amount of expenditure. Deposits for these competitions are usually paid earlier in the year but this was not the case this year.

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### *Mapping:*

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The report below was submitted in advance.

Only three clubs have responded to my request for ideas for a 'three year strategic plan' (WATO, Setanta and GEN). It's a start at least and I hope to engage with those clubs further before the AGM. Aside from that, nothing else to report!

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### *High performance:*

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Seeded start list is needed but there is no national ranking list for elites. Guidelines on the ranking would help for the future.

### **Agm:**

Committee positions: 1 person is stepping down from the committee, all others are willing to stay on in their roles.

There will be a folder of maps completed under RTGO programme at the AGM.

Printed copies of officer reports will be available at the AGM.

Officers are asked to submit reports ASAP.

### **Next Meeting:**

Next meeting will be at end of May. Aine to set up doodle poll

End of meeting 20.56