

Minutes of Face to Face Meeting of IOA committee on 19th Oct 2019

Time: 3.40pm

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 Children's Officer)	x	
Colleen Robinson (Director of Junior Representative Orienteering)	x	

Agenda:

- **Minutes of Previous Meeting**
- **Matters arising**
- **Recording of decisions made by email**
 1. **Colleen's appointment**
- **Officer Updates - matters arising from reports**
 1. **Andrew's request for Schools meeting**
- **Governance updates**
- **Rules changes to R8-11 (for next meeting that POSH can attend)**
- **A.O.B.**

Previous minutes

Minutes were approved by the committee.

Action: AJ to update and put approved minutes on website

Matters Arising from previous meeting:

Aine to resend link to governance sign sheet

Major events conference was completed today.

GDPR: The chairperson reminded all to ensure that no one is holding personal information.

There was a brief discussion about the length of time information should be stored about attendance at Junior events.

Actions from previous meeting:

AJ to update and put approved minutes on website **completed**

AJ to create a Doodle poll for next meeting, consider Sat and Sunday. **completed**

Eoin will discuss Mapping course with Stuart offline. Action: EB, SS **some discussion took place, more to do, still an action item**

Governance sign sheet. Some still to sign: Action; Committee **still an action item**

John Mccullough volunteered to be the lead for EWOS. AJ will inform Sport Ireland of this. **Completed, maze was a big success at Sportsfest**

John to arrange governance sub committee meeting **to be done**

personal data for banking/payment purposes. It was agreed that this should be reviewed also and be included in Data Policy. Action: SNR **done**

SS asked committee to look at map register and comment. Action: Committee **more to be done**

The chairperson suggested a small group discuss mapping issues offline led by SS **to be done**

Colleen's appointment to the role of Director of Junior Representative Orienteering was approved unanimously by the committee.

Officer reports:

Treasurer:

Sarah reminded the committee that budget expenditure should be completed before the end of the year.

Mapping – Stuart Scott

A report was submitted in advance of the meeting. This year has been a bigger uptake in grants for mapping than in previous meetings. The amount is set at €800 per club for Lidar grants.

The following updates were emailed in advance of the meeting:

- 1) Online mapping register - significant progress made. Will shortly be able to add, edit and approve map register entries in real time, then will go live.
http://www.orienteeing.ie/mapping/show_map_register.php
- 2) New map registrations - online form is working well. 16 registrations received to date this year. 4 of these are for completed maps;
- 3) Clarifying registrations by club - all maps expire at year-end unless used in the last 5 years. I intend to send each club a listing from the new online mapping register once live and ask them to revert. Aiming for end of November;
- 4) Mapping course - Kevin O'Callaghan has done a lot of work on the syllabus. I need to tie down final details along with a date with Eoin (for the course);
- 5) Grants - so far this year, grants have been awarded to CNOC, Ajax x 2, Sligo, KerryO and GEN. All but one are coming from the existing LIDAR grant from the Department. For 2019, grants are set at a fixed amount of €800 per map for LIDAR only and clubs must pay the remainder themselves;
- 6) Mapping sub-committee - has been formed to discuss issues arising from contested maps. John, Fergal and myself are members. It will focus on providing a fair interpretation of the map registration rules before applying them to specific cases.

Vice Chairperson – John McCullough

No significant news to report.

Chairperson – Mary O’Connell

An update was emailed to the committee members in advance of the committee meeting:

During the European Week of Sport, the IOA were involved in the Family Fest in the National Sports Campus and we ran an event in St. Anne's Park for DCS&WP (Dublin City Partnership). Eoin organised a maze activity in the NSC which proved a major hit with families entering and exiting the event arena. There were more than 700 runs in the maze during the day. The following Friday, there was an event for local schools in St. Anne's Park as part of the city SportsFest. More than 400 children participated. The Sports Partnership seemed very pleased with the event. We are due to have a debriefing with the relevant personnel from DCS&WP shortly and we would hope to run some more events in conjunction with them.

I attended the LSP day run by Sport Ireland which was interesting and informative. There were a number of presentations and orienteering was mentioned a number of times in a very positive way. There are opportunities to follow up with people from the LSPs and other NGBs to see if we can work together to promote orienteering.

Eileen Young (Fingal) and Anton Hallor (Sweden) are currently on 2 month contracts to help promote orienteering. The plan is for them to work in the Leinster region for the moment to try and start a few initiatives. The initiatives will be reviewed at the end of the year to determine how best to focus our efforts for 2020.

Humphrey Murphy is commencing a strategic review of orienteering and the work of the IOA. Humphrey has worked with Sport Ireland, LSPs and Outdoor Education Centres on their strategies. He will do some desk research and a number of interviews, some in person the others by phone. We may also seek input from the general orienteering community by means of an online questionnaire. It is hoped that that Humphrey will bring an objective perspective to the strategic review and will produce food for thought. It is expected that the strategic review will be finished later this year or in Q1 2020 at the latest.

Finally, the Core Application has been finalised and should be winging its way to Sport Ireland. Hopefully, we will receive at least the same level of subvention in 2020 as in 2019. I would like to thank Aine and all the committee for the work that they put into the application.

Mary summarised this update to the committee.

The Development Report was read in to minutes by the chairperson.

Andrew emailed the following report of his activities in advance of the meeting:

In September and October:

- Launched POC in Dunmore with WSP and 2 local schools
- Put on training event in Jenkinstown for KSP with over 500, mostly new schools
- Put on training event for Wexford schools at Kennedy park
- Planned 2 urban events with funding support of local LSPs under urban adventure initiative. Carrick TSP and Graiguenamanagh KRSP.
- Working with WSP to put on introductory event at WIT sports arena next Tuesday.
- Plans for November include regional training days in Altamont gardens (Carlow) and Colligan woods (west Waterford) and Templemore (Tipperary) plus an urban race in Fethard (Co. Tipperary)
- Regional scout event for Kilkenny/Carlow in early November at Woodstock.
- #retirement
- Given the large numbers attending these and other school events around the country we need to devise an overall strategy for 2020 by bringing together relevant people in early January as a priority.

The chairperson also read in a report by Darren on HP activities.

Darren's report was emailed in advance and is as follows.

1. Having 2 training weekends in November, both sprint focused working towards WOC 2020, the UCDO sprint weekend and a weekend organised by Anton Hallor.
2. There are 2 athletes taking part in the World Cup in China the weekend after next, Niall McCarthy & Nicolas Simonin.
3. I circulated the correspondence from the IOF regarding athlete representation on the IOF commission. Closing date for feedback to the IOF is in December so will respond to them before then.
4. In terms of budget, I have a few outstanding amounts to pay from the year so will be working towards getting them paid in the next few weeks. The training weekends, mainly the 2nd one with Anton, should have some associated expenditure.

I will also give my apologies for the meeting.

Director of Junior Representative Orienteering.

Colleen gave a summary of the Junior activities in the coming months.

- Junior training in January in Glendalough
- Anton H will do some running training for Juniors, venue still to be decided athletics coaches will also be involved.
- Sprint weekend in November M/W16's and above will be involved.
- Colm Moran will do racing skills for M/W18's to 20's.
- Will encourage mentoring to allow each age group to seek advice from the older age groups.
- Colleen to check with Stephanie P re: Hawkshead.

National Childrens Officer / Ciaran Donaghy

Ciaran emailed a report in advance of the meeting (see below)

All clubs have to do a Risk Assessment (legal obligation) and a Child Safeguarding Statement (funding requirement). The Sport Ireland template for the Risk Assessment is very confusing and I'm simplifying it to suit IOA. Hopefully I'll be in touch with all clubs as soon as possible to ask them to do it as it's overdue and Sport Ireland want it done.

I want to change the Consent Form as the present one requires contact details for juniors. Most organisations have moved away from this type of form now and I think that we should do the same.

The feedback from the IOA Audit that was done in June is overdue and Sport Ireland say that they hope to have it very soon.

I did a course run by the NSPCC, CPSU (child protection in sport unit) in Belfast in September. It was about Case Management. Hopefully I'll never have to use it but at least I know in what direction to proceed.

We had our regular National Children's Officers meeting in Dundalk last Wednesday, 16 October. It incorporated a talk on ACE's (adverse childhood experiences) which was very interesting.

Ciarán.

The report was summarised and discussed during the meeting.

Risk assessment: all clubs have to do this by law. Sport Ireland template is very confusing. Ciaran had redone the template to make it more specific to Orienteering.

AJ: as part of affiliation, should ask all clubs for a copy of their risk assessment.

Safeguarding statement must be displayed on club website.

Ciaran will give club template. Safeguarding statement must be displayed at events.

Consent forms: need to change form so it doesn't ask for details, only name and year of birth should be asked for. CD to do this.

Garda Vetting: 100 percent vetting for all junior trips this year.

Suggest a mix of training for Juniors, some age specific and some with all age groups together.

David H's training in January: There was a short discussion about who needed to be Garda Vetted for the Open Training in January.

There was a discussion about junior tops and who should keep the Junior Tops/Gear. Juniors or Dir of Junior Rep Orienteering. It was agreed that Colleen will keep them for the moment.

Fixtures – Fergal Buckley

loc2020: Working away on this event

Website: Fergal will speak to Gavan D about progress on this

Education and Coaching – Eoin Browne

Sportsfest at the NSC was very successful and those who were interested were given information on O-skills days. Long term we would like to see clubs being able to run such O-skills days.

Looking at the adaptations necessary in the Basic Instructor award for Club Instructors who would be able to run O-skills days.

RTGO courses are currently being delivered by Instructor Developers. Tony Wright would facilitate a Train the Trainers course to allow more people to be able to deliver these courses.

Two more RTGO courses have taken place since last meeting. Carlow and Balbriggan. Others scheduled are Mayo, Cavan/Monaghan, Dublin and Tipperary before the year end.

Denis Reidy from AJAX has been assessed and passed as an Orienteering Coach.

There is a Cappanalea instructor training course planned before the end of the year.

Comms:

An Article in the Irish Runner about orienteering was well received.

Sport Ireland have a new website for outdoor pursuits. Information was submitted yesterday by Debbie.

Debbie attended event for NGB'S in Facebook HQ. Debbie requested from Facebook that clubs and IOA can co-host events on Facebook. This feature has now been implemented by Facebook.

There was a discussion about promotion events and the fixtures list. It was agreed that only events which are on the fixtures list will be promoted.

Debbie would like more reports for website/facebook

Technical – Paul O’Sullivan- Hourihan

The Major Events Conference took place earlier today. There was a good turn out from FermO and KerryO.

Paul noted that there is a shortage of controllers and senior controllers at the moment. Paul will be working on putting together a certified controllers course. Aiming for early next year.

Eoin noted that for the first time Sport Ireland have included a section on officials in the Core grant Operation Plans.

There are 4 rules outstanding that need to be approved before the end of the year.

IOC in the future: Paul will do an initial report on IOC into the future and then widen the discussion.

AOB:

The Chairperson extended sympathies to the Henderson family from IOA on the death of Colm Henderson of LVO.

Andrew Cox requested a schools meeting: to coordinate our approach going forward. Action: Andrew to Outline proposal for Schools Meeting.

Support for Smaller Clubs:

There was a discussion about how best to provide support for smaller clubs.

It was mentioned that in the past the IOA has recommended that it approves the Controllers for Regional Championships. *After the meeting this was checked in previous minutes. It was confirmed from the minutes of 28/10/18.*

Next meeting.

A teleconference in Early December,

AJ to organise

Meeting ended:

6pm

Actions from meeting

- A small group discuss mapping issues offline led by SS,
- Mapping course discussion SS,EB still an action item,
- Aine to resend link to governance sign sheet,
- AJ to update and put approved minutes on website,
- Andrew to Outline proposal for Schools Meeting.,
- AJ to organise next meeting,
- AJ: as part of affiliation, should ask all clubs for a copy of their risk assessment.
- Colleen to check with Stephanie P Re: Hawkshead.,
- Consent forms: need to change form so it doesn't ask for details, only name and year of birth should be asked for. CD to do this.,
- John to arrange governance sub committee meeting,
- Paul will be working on putting together a certified controllers course. Aiming for early next year
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- SS asked committee to look at map register and comment. Action: Committee,
- There are 4 rules outstanding that need to be approved Before the end of the year,
- Website: Fergal will speak to Gavan D about progress on this,