

## Minutes of Teleconference Meeting of IOA committee on 2nd Sept 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 Children's 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 (for next meeting that POSH can attend)**
- **Map registration**
- **European week of Sport**
- **Dates for Regional Championships, Munster and Connaught (question from DB)**
- **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:**

1. AJ to update and put approved minutes on website

*This was done*

2. Governance sign sheet. Some still to sign

*AJ sent a link to this document before the end of the meeting.*

3. MYR deadline is 19th July 2019

*The MYR was submitted on time*

4. Governance sub committee still to have another meeting

*John to arrange governance sub committee meeting*

5. Governance - Job descriptions of non exec positions

*This will be discussed at the next Governance meeting*

6. PO'S-H to set a date for Major Events Conference

*The significant participants have been contacted. It is likely to be in Portlaoise on a Saturday  
It may include a discussion on rotation on IOC.*

7. Paul to revert to committee on rule changes for rule 8 9 10 and 11

*Not discussed*

8. Committee to review that they are not holding on to data unnecessarily. Do annually

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

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*Officer reports:*

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**Vice Chairperson – John McCullough**

John updated committee on EYOC and EWOS

### **Fixtures – Fergal Buckley**

Discuss map registrations later in the meeting  
Event Co-ordinator for IOC still to be confirmed.

### **Treasurer:**

MYR – sport Ireland asked for more information.  
WIS announcement – SNR able to attend

### **Technical – Paul O’Sullivan- Hourihan**

Controllers course: course in being developed. Major Events conference was discussed earlier in the meeting.

### **Development and schools – Andrew Cox**

Meetings with Tipperary, Waterford and Kilkenny LSP, there is a focus on urban adventure with LSP.

Schools Orienteering: Access has been given to significant new areas in the south east for Schools Orienteering.

Mary mentioned that WIS funding has been given for the provision of toilet facilities for events.

### **Education and Coaching – Eoin Browne**

An education meeting was held at the beginning of July. This included Coach Developers (previously called Tutors) and Coach Developers in training. Actions from that meeting included plans to have Introductory to Orienteering Days, skills training rather than an event. This includes one for EWOS. Will want people to pre book.

Mapping course was also discussed at the Education meeting. Eoin will discuss Mapping course with Stuart offline. Action: EB, SS

RTGO Dates: a number of dates are set for the autumn. AJ updated the committee.

Defence Forces course is unlikely to happen as dates to suit both parties could not be found.

## **Mapping – Stuart Scott**

Mapping course: suggested timescale is before Christmas

Mapping register is now on website, Stuart sent links to the committee in advance of the meeting. It is now possible to easily update the register.

SS asked committee to look at register and comment. Action: Committee

There was a discussion about the new system.

There was a discussion about expired maps. The chairperson suggested a small group discuss mapping issues offline led by SS

## **Chairperson – Mary O’Connell**

The text below was emailed to committee in advance of the meeting.

In July, we were advised that we had received funding for Women in Sport. We submitted a revised budget as they are allocating €20k to the IOA over a two year period instead of the €23k that we had requested. I had a follow-up conversation with Nora Stapleton, the lead person for WIS in Sport Ireland.

I made contact with Humphrey Murphy of ILC who will undertake a review of the IOA Strategy commencing in late September and due to complete in November/December. The purpose is to have an independent review of our strategy. Hopefully this would feed in to our grant application to Sport Ireland.

There has been ongoing engagement regarding development work, particularly with LSPs and hopefully schools. Anton Hillier and Eileen Young will undertake some work in this area to supplement the work currently being done. It is planned that we would advertise a development position later in the year or early next year. It is expected that the Strategy Plan and development work completed in 2019 would inform this process.

The IOA has agreed to assist in running events as part of the European Week of Sport. The first is on the 22nd Sept. in the National Sport Campus. The second is on the 27th Sept. in St. Anne's park Raheny in conjunction with DCS&WP which is aimed at youth groups.

EWOS events: EB will organise the event on 22<sup>nd</sup> sept in Sports Campus.

Looking for lead for EWOS – John Mccullough volunteered to be the lead for EWOS. AJ will inform Sport Ireland of this.

## AOB

Munster and Connaught Champs dates: Oct 27<sup>th</sup> is the preliminary date for Connaught champs.

### Next meeting.

The next meeting will be a Face to face meeting. Possibly alongside the event in Laois on Oct 20<sup>th</sup>.

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

### Meeting ended:

21.23

### Actions from meeting

- 1 Action: AJ to update and put approved minutes on website .....
- 2 AJ to create a Doodle poll for next meeting, consider Sat and Sunday. ....
- 3 Eoin will discuss Mapping course with Stuart offline. Action: EB, SS.....
- 4 Governance sign sheet. Some still to sign: Action; Committee .....
- 5 John Mccullough volunteered to be the lead for EWOS. AJ will inform Sport Ireland of this....
- 6 *John to arrange governance sub committee meeting*.....
- 7 personal data for banking/payment purposes. It was agreed that this should be reviewed also and be included in Data Policy. Action: SNR .....
- 8 SS asked committee to look at register and comment. Action: Committee .....
- 9 The chairperson suggested a small group discuss mapping issues offline led by SS.....

*Reports emailed in advance of meeting*

## **High Performance**

I must give my apologies for Monday, definitely will be unavailable.

In terms of a brief report, WOC was a successful one. Had a strong team following on from the very well attended selection races at the beginning of July. The strength of the team was reflected in the results. Also a positive was that we had women running this year after an absence of a couple of years.

Next up is the SHI, weekend after next, team has been selected, in Wales this year. High Performance involvement would be some financial support if the team manager comes back to me.

We have 2 entered in the China World Cup Races in October.

And a training weekend is being planned for November to begin preparations for WOC 2020 in Denmark.

Any ideas when the Munster Champs or Connaught Champs are so a clash can be avoided?

## Report from National Childrens Officer:

### National Children's Officer

Report for meeting Monday 2<sup>nd</sup> Sept. 2019.

In July I did a Risk Assessment of the IOA as is legally required. It wasn't too difficult a task as it's quite similar the IOA Audit that I recently submitted to Sport Ireland.

Ideally it should have been discussed by the committee first but as it should have been done before this I decided not to delay it any longer. It's a **legal obligation** to have it done and I explained the delay to Colin Murphy, Safeguarding and Ethics Executive, in Sport Ireland. He accepted that I was confused with all the different Risk Assessments, Audits and Statements and asked me to do it asap which I have done. If the committee want to discuss it at a future date I have no problem with that.

The Risk Assessment template for discussion is on our website. There are 7 different headings with 31 different '*Potential risks of harm to children*' to be discussed. I went through them all, referencing them to our '*Code of Ethics and Good Practice for Sport for Young People in Irish Orienteering Association*' document that is also on our website.

I also updated the IOA 'Child Safeguarding Statement' that we are required to do for Sport Ireland funding.

After auditing the IOA, the next step was to audit all of the clubs. Sport Ireland, thankfully, have put this on hold for the moment. I do however have to get all the clubs to do a Risk Assessment (legal obligation) and a Child Safeguarding Statement (funding requirement) and they must be displayed on the club websites. I'm doing the GEN one at the moment and when we have it up on the website I'm going to ask the clubs to use it as a template to minimise the amount of work that they have to do.

Fiona and Brendan O'Brien (KerryO) are organising what seems could be a really big junior training weekend in Killarney in September. There are lots of adults involved between parents, trainers and helpers. Myself and Barbara are doing our best to have all adults Garda vetted. We are emphasising the fact that adults dealing with children on the weekend are **legally obliged** to be vetted. On the last two junior trips we had 100% vetting and I want to try and maintain that standard.

I did a day long course on Friday 28 June in Sport Ireland, '*Opening Doors and PEACE Framework training*'. It was a course I requested after the incident that led to Jeni's resignation.

I also did an evening course in Kilmore in Dublin on 2<sup>nd</sup> July on *Autism in Sport*. It is certified by Sport Ireland.

I'll be doing a day long course '*Case management of poor practice cases*' in the NSPCC offices in Belfast on Thursday 12<sup>th</sup> Sept

Ciarán.