

Minutes Zoom Meeting of IOA committee on 16th Nov 2020, Time: 8.00pm

<u>Attendees:</u>	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. **Rules of O updates**
 - 2. **Website development**
 - 3. **Decision to move the Event Registration year to Calendar Year**
-) **Officer Updates - matters arising from reports**

-) **WIS (at Sarah's request)**
-) **Governance**
 1. **Ratify the job descriptions of non committee positions**
 2. **Assess effectiveness of Committee (f2f meeting)**
 3. **To consider and ratify (if appropriate) the Code of Conduct and Good Practice for Sport for Young People**
-) **Core Grant Application**
-) **A.O.B.**

Actions from this Meeting

AJ: previous minutes on the website.

POSH: Email copies of Rules, allow 2 weeks for comments, then ratified.

EB and POSH: Controller Course pilot outline by end of December.

MOC: Finalise Risk Register

All: Child Protection Code of Conduct document: 2 weeks to comment on the document before the document is ratified.

MOC: Committee Effectiveness Questionnaire

Previous minutes

Minutes were approved by the committee. Proposed by John, Seconded by Eoin. AJ to put on website.

Matters Arising from previous meeting

EB will speak about the Controllers Course in his report. POSH has some information to share with Eoin to progress this action. A pilot course is likely to be run online. Timeline: End of December

Rule 9 and 10: POSH will recirculate the Rules again this week. There may be a need for a temporary adjustment to the elite start list procedures for IOC2021.

Risk Register: MOC, to be finalised.

Decisions made on email are accepted by the committee.

Funding of website development.

Decision to move fixtures to a calendar year rather than September to August year.

Officer Reports:

Vice chairperson report/John McCullough:

John outlined his activities in a report circulated before the meeting. See full report in Appendix. Summary: John attended two zoom meetings, one a Sport Ireland webinar on shared database of outdoor recreation. The second was the IOA Growing Orienteering zoom meeting. John will also attend a Governance zoom meeting later this month.

Treasurer/Sarah Ni Ruairc:

Sarah outlined for the committee the expected surplus at the end of this year. The treasurers report compares with the budget from January. No relevance now. Sarah updated the committee on Xero, Stripe and Payments.

Development/ Andrew Cox:

Andrew is working with 6 LSP's at the moment in the South East. Schools work is focusing on TY groups using MapRunF. Andrew noted that investment in geo referenced maps means that creating MapRunF courses is very easy. His report outlined his work in detail.

Mapping/ Stuart Scott:

The Chairperson and committee congratulated Stuart and his wife on the birth of their baby.

Stuart outlined his work on the Map Register, MapRunF, DIYO, Website development, New online Fixtures work. See full report in appendix.

High Performance/ Darren Burke:

Darren hopes to purchase new gear before the year end in conjunction with Colleen and the Junior Squad. His report outlined event cancellations/postponement and his plans for training. See appendix.

Education

Eoin submitted his report before the meeting. He outlined the Education Plan for 2021 that was submitted to Sport Ireland last month. These included plans for Skills, Controller Course, RTGO, Instructors and Instructor Developers.

An update on the RTGO programme was also submitted before the meeting. It outlined the 2020 activities and the changes made due to Covid-19 restrictions. See appendix.

Communications/ Debbie Whelan:

Debbie sent her report to the committee in advance of the meeting. Her report covers activity since April 2020. There has been extensive work on various Social Media platforms and work on MapRunF. Because of the lack of events Debbie has sought out other activities to promote.

There was a discussion about the work on the website to promote MapRunF and also about the information communicated about orienteering with MapRunF maps.

Controller of Technical Standards / POSH:

See report. Paul gave an update on communications with NIOA/BOF regarding combined orienteering weekend. There was also an update from the KerryO/CorkO IOC committee. They may require support from IOA to obtain landowner permissions.

Fixtures and Secretary/Fergal Buckley:

The Fixtures 'year' has moved a 'Sept to Aug' period to 'Jan to Dec' period. This matches the IOA financial year.

Work is progressing on putting the Event Registrations online.

National Children's Officer/Ciaran Donaghy:

Report was submitted in advance. A full copy is in the appendix. All risk assessments are completed by all clubs. Ciaran attended a Child Protection recruitment seminar organised by Sport Ireland. EB had some comments on the Code of Conduct document.

Code of Conduct Document, the committee have 2 weeks to comment on the document before the document is ratified.

Sport Ireland requires the IOA to run a Safeguarding 1 course. Ciaran will do this along with Conor Fadian.

Director of Junior Representative Orienteering/ Colleen Robinson:

Colleen submitted a full report in advance of the meeting. She outlined recent activities which includes; 2 zoom sessions, one on psychology and nutrition. There are plans for more online workshops. The training camp is still on hold, but a date/place are reserved in March 2021. Some small training sessions are a possibility.

WIS: (Women In Sport): There were recent online workshops on nutrition and psychology session for the WIS initiative. They were well received by the women involved. The possibility of a Mentor plan was also mentioned.

MapRunF: This programme is at the early stages. Colleen will be co-ordinating with Andrew C, Eoin and others. She emphasised the importance of an easy to use and access website. The programme is still looking for a name/brand for the project. Open to suggestions.

Board Gender Diversity: Sarah and Mary are invited to meeting about gender diversity at board level. Sarah asked committee for opinion. Discussed a gender quota system. There was a discussion about the pros and cons of a quota. The conclusion was that there was sufficient gender balance and a quota would restrict the committee recruitment in other ways. It was noted that orienteering needs better female participation in planners, controllers and organisers.

Governance:

The job descriptions of non executive committee positions were ratified.

Audit:

There is still a need to assess the effectiveness of the committee. This was postponed until a face to face meeting could take place, since this is unlikely to be possible in the coming months it will be done via email. Mary will circulate a questionnaire which is to be returned to Aine, who will anonymise the results.

AOB:

The committee discussed the report on the Orienteering zoom meeting from Humphrey Murphy. MapRunF may be the vehicle to achieve the community sports involvement suggested by Humphrey Murphy's report.

An updated IOA Strategic plan is due in the next 6 months.

There was a general discussion fixtures in 2021 including Provincial Championships that were postponed/cancelled during 2020. It was noted that it may be necessary to schedule the larger events throughout the year.

There was a discussion about maintaining age groups from previous championships, but it was agreed that this would not be possible. It was noted that without the JK, Easter is available for scheduling.

Meeting end 21.28

Appendices

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[Controller of Technical Standards](#)

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Report from Controller of Technical Standards to IOA Committee meeting 16\11\2020
All Provincial championships scheduled in Q4 2020 postponed due to Covid 19 restrictions. As long as level 5 continues these events will be unable to be scheduled. It is hoped that the work by the clubs can be transferred to 2021.

In late October the organising committee for IOC21 held a meeting to assess their situation. Meeting again in early January. Decision needs to be made in February if going ahead as hoped on May Bank holiday weekend. Two matters for discussion. Alternative options if May B/H not an option. Support for landowner permissions if going ahead.

Communication from Stephen Gilmore re IOC/BRITISH Sprint & Middle 2023.

Just coming back to you to report on the various conversations that have been going on with British Orienteering since our conference call back in June.

No negative issues were raised about the concept, but the issue is very much about the scheduling. In summary the older demographic found the suggestion rather appealing to have British Champs events spread over two weekends, but the practical resistance has come from the younger demographic with work and family commitments, who would realistically not wish to travel across the Irish Sea twice.

Therefore it does look like the plan has stalled. However the Event Scheduling Group in BOF are endeavouring to keep the 2023 IOC weekend free of any major events in GB. As we did in 2011 when IOC followed JK in NI, hopefully with some joint marketing we can still attract good attendance of GB competitors at IOC to then stay on for the next weekend when NIOA will most likely stage the British Sprint and Middle Champs and defer the Mixed Sprint Relay to another BOF region.

Best wishes

Stephen Gilmore
Hon Secretary, NIOA

Oct 22 – attended “The power of the Outdoors” online conference. ENOS et IGOT. European grouping of outdoor organizations lobbying at EU level. Not necessarily for sports organizations.

Completed Sport Ireland Gender diversity survey. Was not selected for Focus group.

Colleen's Updates for meeting 16th November

Juniors

-) Workshop sessions held - nutrition with Kathryn Stewart, Health Psychology / motivation with Orna Murray
-) Further workshops planned including injury prevention, skills sessions, core conditioning, running performance - dates to be confirmed
-) Working on updating forms etc for Clubforce renewals
-) Training camps on hold - date saved in Killarney for March if possible even in smaller groups
-) Beginning planning options for small training groups in various localities

Women in Sport

-) Workshop sessions - nutrition, health psychology / motivation
-) Developmental session to check needs of WIS
-) Working to develop mentor programme for this group (hopefully to be rolled out to other seniors / juniors in future)
-) More sessions planned to follow - checking in on goals that were set (6 week check-in), injury prevention, core conditioning, running performance
-) Had started planning activities for introduction sessions for females new to orienteering to increase skill level, confidence and develop communication in the sport (on hold for now)

Restart & Renew Project - MapRunF

-) This is very much in the early stages with regard to the project itself although there has been great work done all over the country to begin setting up DIY orienteering / MapRunF courses. We hope to bring all of this work together and work with LSPs to promote orienteering and get more people out on courses throughout the country. If we can create a cohesive and consistent approach we can hopefully increase participation, confidence and experience and then bring many of these participants into our regular events.
-) See the draft plan attached.

High Performance Update for meeting on 16th November.

1. Gear - in discussion with Colleen regarding an order, should hopefully be ordering soon.
2. Euromeeeting - Was scheduled for end of October/start of November, but was cancelled late in the day due to worsening Covid situation in the Czech Republic.
3. Future Talks - Colleen and I were approached by Ruairi Long regarding an idea he has for a speaker/workshop talk, Kasper Fosser, he's a very successful Norwegian orienteer (2nd place WOC Long distance 2019, many JWOC medals). I think this is an excellent idea so looking to organise that talk in the next few weeks. Ruairi would like to use the IOA Zoom account for this. I'm sure that will be ok and can be organised?
The idea could be that the talk could be extended beyond the junior/senior squads, and that it could well be opened up to the general orienteering public in order to ensure sufficient participation. Will see how things work out, exact details/dates not sorted yet.
Ruairi also said he was inspired by the recent talk by Órna Murray (sports psychologist). So I think I might try and organise a session with her in the New Year.
4. Any ideas regarding training camps/weekends are shelved for the moment. Will consider them under Level 2 restrictions, Level 3 does not allow for inter-county travel.

Darren Burke
Director of High Performance

Vice-Chairperson Report November 2020

Since the last meeting (22nd September) I took part in two Zoom webinars - one (7th October) to consider and share the results of Humphrey Murphy's review of orienteering and the second (3rd November) with Áine on the Sport Ireland database of sports and leisure facilities.

I have signed up for the Sport Ireland governance seminar on November 26th.

Apart from that, and some internal IOA work on grant applications and the Covid-19 sub group, which didn't require meetings, there isn't much to report.

John McC.
12 November 2020.

Mapping Registrar:

Since the last meeting, I have been continuing to work on the Map Register. I've added a new category for Maprunf maps as these must be specifically created and deserve separate treatment than physical maps. The DIYO page is also linked to the Map Register which means maps must be registered before they can be added. This process is very straightforward and seems to be working well so far. Gavan and I hope to do the same with the new Fixtures page in due course.

I've been continuing to make improvements to the DIYO page. Aine is now able to upload maps to it too which is a great help. It is not a long term solution though and after liaising with Colleen, I think the Maprunf project needs to take priority. I'm happy to assist Colleen in developing this if she'd like.

Stuart

Ready to go Orienteering Update 16th Nov 2020

We have been working on supporting schools and teachers who had already done the RTGO course. There are 2 Zoom refresher sessions available for these schools. A Purple Pen refresher and a General Q and A refresher.

Mick Farrell has also created 4 videos demonstrating the Orienteering Games, including Counting Cones, Map Symbol Relay, 4 by 4 Maze and Symbol Star Game.

We have also been supporting DEIS schools with mapping and resources.

An Online RTGO Intro Session has been designed. It is 2 hours with a follow up 30-minute session 3 weeks later. It is quite a challenge to convert a course which was 80% practical to an online course. We have only partially done this which is why it is called 'Introduction to Ready to go Orienteering'. It focuses on activities that the teachers can do immediately in their schools.

We have delivered this Online Intro to RTGO course to Laois LSP. There will also be courses for Cavan LSP and Cork LSP before the end of the year.

The original RTGO Teacher Training now takes place in 2 parts. The first takes place outdoors and lasts 5 hours. The second part is on Zoom and has a duration of 2 hours. This section focuses on using the Course Planning Software. This course can only take place at Level 1, 2 or 3. For Level 3 only the Instructor can travel outside their county.

1. The number who can attend is limited to 13. This allows for a total of 15 people to be gathered.
2. The target participants for the course now includes LSP staff.
3. The use of MapRunF courses are included in the course content.

1. Risk Assessment and Child Safeguarding Statement:

Every club has now done its Child Safeguarding Statement and Risk Assessment, that they are legally obliged to do, with the exception of the university clubs. I'll do those ones when I get a chance to talk to members of the clubs.

Many thanks to Aine who was a great help in persuading some of the more reluctant clubs to do them.

12. Safeguarding Training:

When things start up again I will have to concentrate on Child Safeguarding training as per Sport Ireland rules and the recommendations in our '*NGB Safeguarding Risk Assessment*'.

23. Recruitment Training:

3

4As part of our *NGB Safeguarding Audit Feedback* that we received in December 2019 we had to act on:

2.6 Training on safe recruitment practice is provided for those responsible for recruiting workers and volunteers.

As I have previously stated, I know that I'm not responsible for recruiting in the organisation but somebody had to do it and a course was organised for children's officers, so I did it.

It was an all-day course on Zoom on 16th Sept. '20. We had to watch two webinars and do pre-course exercises that were given to us two days in advance to ensure a basic understand of what would be covered in the course.

4. Governance audit:

I updated the '*Code of Conduct and Good Practice for Sport for Young People in IOA*' document as requested in the Sport Ireland governance audit. Sport Ireland have been informed of the update.

Finally, there have been practically no emails from Sport Ireland or the CPSU (Child Protection in Sport Unit) in the last few weeks and there is nothing planned for the immediate future.

Chairperson's Report for the Committee Meeting 16th November 2020

It's been a busy few months with a number of grant applications submitted to Sport Ireland.

September

We held the first virtual AGM using zoom. There was a good attendance with people taking advantage of the possibility of attending without the need to travel. The Spirit of O award went to Mike Long for his work with the Juniors and Ajax over the past years. The MacTire award was presented (virtually) to Tony Cotter for the work that he has done on mapping, surveying, club development work and the work that he has done in organising orienteering events earlier in the summer, when Level 2 restrictions were in place.

We also submitted an application to Sport Ireland for funding under the Restart and Renew program. At the start of November, we learned that we were successful and we were awarded €77k for these projects:

- (1) To increase participation in orienteering using MapRunF and working with the LSPs, schools and other parties who can support the promotion of the sport; and
- (2) Purchase SIACs for use by clubs when running events to facilitate contactless 'punching'.

October

A strategy session was held with regular orienteers to consider the report produced by Humphrey Murphy and how best to grow the sport of orienteering. Humphrey facilitated this meeting, which was also very well attended and there were good contributions from the attendees. We will need to update the IOA strategy for the next three years in the next 6-9 months which should serve as the basis for work to be undertaken in the years 2022 – 2024.

The core grant application for 2021 was submitted to Sport Ireland. We have not yet been informed of the grant for 2021. The DAF application was also submitted. In addition, we provided Sport Ireland with an update on the Women in Sport program that Colleen is managing.

The committee also completed the Sport Ireland survey on Gender Diversity on Boards – thanks to all for the really excellent response in submitting.

Ongoing Sport Ireland Communication

In addition to the above, there is ongoing communication with Sport Ireland to update them on the findings of the BDO Governance earlier in the year. There has been progress made but still some items on the list.

Sport Ireland are also hosting additional sessions on governance, John McCullough, Fergal and I are taking part.

Sarah and I have been invited to participate on a focus group on Gender Diversity on Boards.

Once again, thanks to everyone on the committee and Aine for all the work and contributions.

Communication Officers Report

Education Report including RTGO report

Treasurers Report

Development Officers Report