

Minutes of Orienteering Ireland Executive Committee Meeting

Date & Location: 2030, 18-Jan-2024 – Online

Attendance List

Appointment	Name	Present	Not Present
<i>Executive Chairperson</i>	Paul O'Sullivan-Hourihan	X	
<i>Vice-Chairperson</i>	John McCullough	X	
<i>Honorary Secretary</i>	Fergal Buckley	X	
<i>Honorary Treasurer</i>	Sarah Ní Ruairc	X	
<i>Education Officer</i>	Eoin Browne	X	
<i>Controller of Tech Standards</i>	Dermot O'Sullivan	X	
<i>Development Officer</i>	Andrew Cox	X	
<i>High Performance Officer</i>	Jens Waechter	X	
<i>Junior Affairs Officer</i>	Dave Masterson	X	
<i>Mapping Registrar</i>	Stuart Scott	X	
<i>National Children's Officer</i>	Ciarán Donaghy	X	
<i>Communications Officer</i>	Fiona Buckley		
<i>General Administrator*</i>	Eric O'Brien	X	

**This person was also recorded the minutes for this meeting*

The Chairperson welcomed all who attended and receiving apologies from those who couldn't attend. All meeting members declared that they had no known conflicts of interests at this time.

1. Minutes of the Previous Meeting & AGM:

POSH – Discussed the previous minutes of the committee meeting held in Co Tipperary on 17-Dec-2023. Action points from that meeting formed the next part of tonight's meeting. The previous minutes were proposed by SNíR and seconded by JMcC.

2. Matters Arising

a. Sport Ireland Membership Data

DOS had researched what methods clubs currently use for membership. There are many different forms of memberships, with different lengths and payment rates across all clubs. The group discussed what problem we were trying to solve by looking into creating a membership for OI members. The discussion was based around gathering membership metrics, crating contact channels to members, with a longer discussion about insurance and the implications for members not being registered correctly in recent Irish Case Law examples. All agreed that this was a worthwhile area for development and DOS will revert with suggestions at the next meeting.

ACTION POINT: DOS to give suggestions at the next meeting.

- b. **ISOG Update**
AC added to his submitted report about the current situation with schools orienteering. Primary schools championships will no longer be held at national level, but regional level to allow for easier access by schools. Personnel rotation in schools is still leading to orienteering progressive schools dropping the sport after that teacher leaves. The ISOG will see a significant change this year when AC leaves the group, and POSH agreed that OI need to review the support that schools receive from OI to ensure that this entry point is supported. EOB gave an outline of the importance to schools to current operations and the effectiveness of OI programmes in LSPs where there are no schools activities as an example of the success of Operations Team efforts in a focused manner. All agreed that schools were a major entry point to the sport and that a structured support method should be implemented as part of our next Strategic Plan. POSH commended the ISOG for their work to date.
ACTION POINT: EOB to ensure schools are part of the next SDP.
- c. **City Race – Dublin**
EB confirmed that this event will not occur in 2024. POSH updated the ExCom about the proposal to run an OO Cup event in 2026. After a lengthy discussion about the pros, cons, and commitments to both, all agreed that a City Race event would be a realistic achievement for OI and our clubs to support. POSH will revert to the OO Cup proposers for an update. Preparations for a City Race in 2024 will need to commence now.
**ACTION POINT: POSH to revert to OO Cup with an update.
EB to create a plan for City Race 2025.**
- d. **RDO Recruitment**
POSH outlined the requirement for further investment in RDOs with an emphasis on the Greater Dublin area. All agreed that this was necessary and that funding should be used for this. A business case will be submitted to Sport Ireland for additional funding in 2025 to support a new RDO, with OI funding the new appointment for 2024. If funding is not secured, this post will need to be reviewed in October.
ACTION POINT: Gov S/Gp to form a recruitment panel.
- e. **DMI Membership**
EB will contact P. Brennan about this.
ACTION POINT: EB to contact P. Brennan about OI membership.
- f. **U-16 Night-O**
Agreed at the last meeting. DOS confirmed that the Risk Assessment and rules have been amended.
- g. **ClubCon24**
POSH will discuss a new date with the ExCom and begin plans.
ACTION POINT: POSH to set a date for ClubCon24.

h. **OI Map Use & Updates**

EOB discussed how LSPs have started to ask for mapping projects in areas currently registered to clubs. To date clubs have been supportive of maps, but the rules should be reviewed to allow maps to be created in areas that are not currently used by clubs. EOB advised that any maps created by OI are available for use by any club, and not solely by OI and that this should be reflected in the rules. All agreed that this was a good course of action for development led mapping work to continue, particularly in small urban areas and parklands.

ACTION POINT: SS to create a working group to review map registration and rules.

3. **Recording of Decisions Made by Email**

a. **CRO Registration**

JMcC updated the group. The CRO registration has been passed to EOB and OI are in the final stages of registration with this process due for completion this month.

4. **Officers Reports (additional comments to submitted reports as discussed):**

a. **Development Officer:**

AC added to his report that additional funding from OI has allowed a better quality of instruction at schools events. This is through trainee coaches giving instruction and using mazes to teach the basics of orienteering before going on a line course. Scouting Ireland groups have also been supported in this manner, and AC is creating a scouting specific list of activities to suit both theirs and OIs needs to progress young orienteers through out O-Skills. The Girl Guides have also asked for this type of programme and AC is working on it.

5. **Finance Update**

Our auditor has advised us that they will no longer provide audit services. EOB is seeking quotes for a new auditor. The subsistence rates outlined in the Financial Administration Guidelines are not yet for use until a new auditor is found. Any outstanding claims from 2023 need to be submitted asap.

ACTION POINT: All ExCom to submit outstanding 2023 claims asap.

6. **Governance:**

General Governance Discussion

JMcC outlined the need for a general discussion on governance on matters not covered by the Governance Code for Sport. This will be in place for the next meeting.

7. **AOB:**

a. POSH informed the members of the passing away of Sean Ó Suilleabhain in Kerry and commended his efforts for our sport over the years.

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- b. POSH discussed the number of supporting documents created in the past year and asked anyone on EOB's list for confirmation of documents/guidelines to give a final sign-off asap.
 - c. Fiona Buckley has announced that she will be stepping down from OI as communications officer. POSH thanked Fiona for her efforts since joining the ExCom. EOB will take the communications duties into the Ops Team until the AGM or a new committee is formed as we transition to a Type B organisation.
- 8. End of Meeting:**
POSH thanked everyone in the group for their often unseen Trojan efforts in 2023. The next meeting will likely be at ClubCon24.

Appendices to these Minutes are attached.

Appendix 1 – Reports

Dev Officer report to Committee on January 18th, 2024

1. Regional scout events
 - a. Waterford region scout event on November 19th at Coolfin woods in Portlaw. (340)
 - b. Kilkenny/Carlow region scout event on January 14th at Castlecomer, Co. Kilkenny (160, mostly Beavers)
 - c. Wexford region at Kennedy park on February 25th
2. Regional schools training events.
 - a. Kilkenny region on November 16th at Jenkinstown (360) and an additional event for 5th students from Loreto Kilkenny (140) on November 23rd.
 - b. Dungarvan on January 12th for St Augustines College and Scoil Gharbhain (230) plus event at St Augustines, Dungarvan for TY students from 3 secondary schools on January 17th (185).
 - c. Waterford region at Kilbarry, Waterford City (24th January)
 - d. Wexford region at Kennedy Park, Co. Wexford (1st February).

Points to note:

1. Support of Orienteering Ireland for instructors allows for addition of Cone exercise, maze, etc and ensures better quality preparation.
2. Introduction of first double maze to cater for larger groups.
3. Creation of team of instructors in the SE: Brid, Robert, Jack and Georgina.
4. Scout courses need to be specific to the scouts and their requirements.
5. The support of Local sports partnerships is vital for the future framework. The issue is the ever changing personnel.
6. Keeping the cost of entry low encourages larger groups.
7. TY school groups are the hardest to control and motivate.
8. Propose to run a Girl Guide regional event at Kennedy Park in October.

Andrew Cox (DevOff)

Operations Team Report

Hi to you all,

As the ExCom meeting is only a few weeks after my last report, I'll give a quick synopsis here:

Restarted operations and confirming planned events for Q1 & Q2 2024.

Ops Team Update:

Ops Team attending BOF seminars over Jan/Feb
REC3 for Déirdre 13-Feb-2023, CID Course ongoing
Mark assuming more devolved tasks over Jan
Eric applying for L1 course on 29-Feb

Projects: (quick roundup of current priorities)

Project Phoenix: Development restarted

Project Vellum: One WkGp has submitted their part of Phase One. Training Syllabus for Level 1 not finalised.

Project Scaffold: Final stages of Child Safeguarding development with Ciarán
O - Rules in the final stages of reformatting

Main Planned & Ongoing Ops Events:

RTGO - South Dublin (31-Jan), Cork (06-Mar), Planning Kilkenny, Waterford,
Planning Park-O: Tipperary & Kerry

Courses - Level 1 (Kerry ETB) 13-Feb, Mayo ATU - Open 29-Feb

End of Year Account Closure & Asset List Creation - In final Stages, New Auditor in the quotation stages.

All the best,
Eric