

Orienteering Australia Conference

2-3 December 2017

Australian Institute of Sport, Canberra

MINUTES

- Attendees:** Blair Trewin - OA President (Chair)
Bruce Bowen - Director (Finance)
Jenny Casanova - Director (Technical)
Mike Dowling - Director (International, IOF Council) (Sat PM and Sun)
Craig Feuerherdt - Director at Large (Media and Communications)
Bill Jones - Director
Jim Russell – Head Coach
Simon Uppill – Athlete rep
Kay Haarsma – MTBO rep
Jim McKay – Sporting Schools Coordinator (Sun only)
Ian Rathbone – OTAS
Erica Diment – OSA
Robin Uppill – OSA
Robert Spry – ONSW
Geoff Wood – OACT
Anita Scherrer – OACT (Sat only)
Dave Shepherd – OACT (Sun only)
Mark Hennessey – OVIC
Margi Freemantle – OVIC
Tim McIntyre – OQLD
Anna Sheldon – OQLD
Richard Matthews – OWA
Nicole Davis – OWA (part Sun only)
Paul Prudhoe (Executive Officer and ONSW)
Prue Dobbin (Minute Secretary)
- Guest presenters:** Nick Dent (Sun presentation only)
Chris Naunton (Sun presentation only)
Ron Pallas (Sun presentation only)
Rohan Hyslop (Schools Sport Australia [SSA])

Notes:

-) The minutes need to be read alongside the accompanying papers loaded on the OA website:
<http://orienteering.asn.au/index.php/hidden/annual-conference-2017/>
-) The minutes are written in the order of the agenda, rather than in the order of proceedings.
-) Reference to MyOMaps also includes reference to MapRun (a subset of MyOMaps).

1. OPENING BY THE OA PRESIDENT

1.1 Welcome and introductory remarks

The OA President welcomed conference participants and introduced Paul Prudhoe as the new Executive Officer.

For formal motions - each state would have 2 votes and the Athlete Rep and Head Coach one vote each.

Key achievements for the year:

-) Orienteering achieved a 10% growth in national participation 2014-2016, as a result of ASC funding and state contributions.
-) Major national events (2017 Aus. Champs at Bathurst and Aus. 3-days at Wagga Wagga) reached new heights with greater media coverage.
-) International performance was reasonable, with some highlights:
 - o Lucy Mackie – silver medal at Junior World MTBO
 - o WMOC sprints – 12 gold medals (Ugly Gully O Club achieved 3)
-) Increasing role of technology – LIDAR has potential to improve maps at all levels (local / national / permanent courses) providing an opportunity for people to participate at a time to suit them.

Future challenges:

-) Retaining the volunteer base
-) Availability of sufficient coaching
-) Regulation / compliance (requirements at the national / state levels) and obtaining access to land
-) Establishing a sustainable business model for such a diverse sport.

2. MINUTES OF PREVIOUS MEETING

2.1 Appointment of verifiers for these minutes

Appointed: Jenny Casanova and Tim McIntyre

2.2 Confirmation of minutes of 2017 SGM

Motion: The minutes of the 2017 SGM be accepted. Jenny Casanova / Geoff Wood Carried

2.3 Minutes of 2016 Conference

These were confirmed at the OA AGM 2017 and were provided for reference.

2.4 Minutes of the 2017 AGM

Motion: The minutes of the 2017 AGM be accepted. Geoff Wood / Robert Spry Carried

2.5 Matters arising from minutes of 2017 AGM and SGM

The key matter arising is discussed under Item 6: Business Management.

3. PRESENTATIONS BY STATES

3.1 ACT

Key issues:

-) Volunteer shortage (a person is paid for Street-O data entry – which streamlines the process) and the potential for further paid staff
-) Ability for Eventor to report on participation numbers
-) Improvements needed to Eventor for renewing memberships
-) A request to states to compare membership fees (see below).

A high-level comparison was conducted of membership fees charged by States (minus variations for early payment / concessions etc.).

	ACT	WA	TAS	NSW	SA	VIC	QLD
Family	\$ 110	\$ 140	\$ 125	\$ 80	\$ 100	\$ 65	\$ 105
Adult	\$ 90	\$ 70	\$ 50	\$ 60	\$ 70	\$ 35	\$ 65
Junior	\$ 50	\$ 35	\$ 25	\$ 40	\$ 50	\$ 6	\$ 45

The OA President advised OA obtained around \$150K revenue from memberships and around \$700-800K revenue from events. He questioned the long-term sustainability of a funding model that relied on internal money transfers.

3.2 NSW

Highlights:

-) Shortage of volunteers and use of professional providers (through agreements with providers)
-) The benefits of running events in series across the state – encouraging people to return
-) Use of permanent courses in a number of locations – using MyOMaps online and printed maps
-) Mid-week series
-) ONSW office – 5 P/T paid staff to help with admin.

The OA President advised of a trend towards outsourcing for event management.

3.3 QLD

Highlights:

-) Junior Development Officer (also Sporting Schools) has direct contact with schools
-) Use of MyOMaps instead of controls – runs entire event and streamlines event organising, extends the season, maps are still printed, hasn't translated into more than 30-50 more people, but very positively received. Participation is spread out over time.

OA President:

-) getting people to convert from schools to mainstream events is an issue.
-) MyOMaps is still under development and input re improvements is welcome

3.4 SA

Highlights:

-) Permanent courses now established in a wide range of locations in Adelaide and regional areas
 - o All maps free to download.
 - o Established through State Govt. grants, OSA money, ASC participation grants and club funds
 - o 7000 participants and schools use (flow-on to membership not known)
-) MTBO activity through participation grant – people enjoyed but their involvement did not translate to new memberships
-) Schools (and junior training) equipment – SI sets provided (another one to come) – used for schools’ cluster events after school (where parents participate)
-) ‘Girls only’ coaching day – through national funding.
-) Junior coaching sessions –helps give a year around coaching focus, provides integrated pathways and helps with retention.
-) Coaching scholars (o/seas coaches)
-) New website

3.5 TAS

Key issue:

-) Payment of coaches and instructors for Sporting Schools (i.e. not expecting volunteers to do this). Flow-on membership from Sporting Schools not known.

Key discussion around advice received from ATO that, when employing a casual instructor / coach on an hourly rate, OTAS must employ under the appropriate award and is liable for on-costs (payroll tax, WorkCover, superannuation etc.).

Actions:

-) ***Each State needs to give consideration to their liability for on-costs for casual employees or contractors.***
-) ***OA to investigate whether it is possible to prepare an all-encompassing statement of advice for the states.***

3.6 VIC

Highlights:

-) MelBushO (advertised through word-of-mouth) has attracted new participants, including younger people. Close to Melbourne and provides introduction to bush events.
-) Sprint into Spring series. A core team organises the SI, maps, approvals, courses and results and the clubs run the event on the day. New course setters used.
-) Park/Street O (highest participation)
 - o Use of MyOMaps in Geelong and Bendigo Club series.

- Traffic / parking issues.
- Volunteers generally not IT savvy – B/W maps and some hand drawn courses.
- Working with LaTrobe Uni re other options than manual scoring – no solution found yet.
- The social side of park/street O is considered important
-) OVIC has strategy that website needs to be the focus of social media strategy.
 - Revamped website commenced – image consultant and website designer engaged
 - State govt grant.
-) Successful coach-in-residence program.

3.7 WA

Highlights:

-) Bike Course added at Summer Metro Events
 - No issues with interactions between runners and riders
 - 7-10% of attendees on bikes
-) First Ultra-Sprint
-) Cross Promotion with Rogaining re-established
-) 100% of events results in Eventor
-) All OWA Maps stored in structured Dropbox folders (all maps are centrally owned).
-) Continued support from State Government Dept. of Sport

4. STRATEGIC PLANNING

OA currently has a strategic plan for the period 2016 – 2019 (last updated October 2017) but is looking to update and revise it.

-) OA is still awaiting National Sports Plan, under which the OA Strategic Plan would fall. *(OA President has since advised this will not be coming out until mid-2018).*
-) Plan would be high-level, with rolling operations plans underneath. Plan should be able to be represented on one page.
-) Plan is intended to cover all three levels of orienteering administration (national/state/club) and be something that is used.
-) Most important aspect is for all three levels to work together, with infrastructure efficiencies to be gained and with a united public presence.
-) Outputs from conference would be taken away, the OA Board would develop a draft, consultation would be held with the states and a revised draft be made available at the OA AGM at Easter. *(The OA President later advised this timeframe was too ambitious and the process would need to go well into 2018, especially considering the National Sports Plan will not be available until mid-2018).*

The outputs from this process are a work-in-progress and are not included in the minutes.

5. PARTICIPATION

5.1 ASC-funded participation projects – review of projects to date

NSW

-) Regional expansion successful (but only where driven by local people)
-) DUO (not successful) – only successful for as long as there was a coordinator prepared to organise events.
-) Permanent courses – on-going (but a long process due nature of the organisations being dealt with)
-) Vacation care project not very successful
-) Western and Southern Summer Series reasonably successful

TAS

-) Permanent courses
-) Outreach – Sporting Schools
-) East Coast project

Comment – you need local people to drive

SA

-) Permanent courses (used, but doesn't translate into new members)
-) School clusters – brings people in, but needs a keen teacher or parent to drive)
-) MTBO – not successful

VIC

-) MelBushO – successful
-) Sprint into Spring successful (1st 2 years were participation projects – now in 5th year as part of normal business)
-) Park/Street O on outer south of Melbourne – unsuccessful
-) Regional events
 - o Bendigo – MyOMap – lots of people
 - o Gippsland project – not successful

QLD

-) MyOMaps project successful
-) School projects – OK
-) Street O expansion into regional areas – OK if a local person drove the events (need to focus on when/where)

WA

-) School project at Bunbury – successful with schools purchasing SI sets
-) Establishment of Albany Club – still continuing

ACT

-) Street O maps successful
-) SCORE – full week program in primary schools

NT

-) Alice Springs - 4/5 events held there – requires people who live there to be interested.
-) Top End – one event held in Katherine and permanent courses established in Darwin and Alice Springs.

Key points

-) Regional programs are dependent upon a local person with an O background driving the club.
-) Permanent courses are ideal for ASC participation funding as they promote participation and are self-sustaining.
-) Major potential for MyOMaps as a platform – this was originally developed using participation funding, however OA needs to work out a sustainable model once this funding runs out. Used in other countries too (incl. NZ).
-) Participation funding should be used as seed funding.
-) Vision for the future:
 - o MyOMaps platform is available nation-wide
 - o MyOMaps is a proprietary model - other similar options are available (potentially apps could be written for watches)
 - o Development costs have been subsidised by participation funding - need to make sustainable funding model for the future.

Action: Include as a potential strategic direction – Investigating support for proposals that reduce the workload involved in organising events.

5.2 Sporting Schools progress

The objective is to get more people involved in sport (i.e. orienteering).

This runs on a booking system, where schools book involvement in a sport of their choice. Schools get funded per program per term.

WA

-) It creates an administrative burden for O people that was not fully explained by ASC.
-) Schools are meant to run the sessions but they prefer an O person to come.

NSW

-) Level 0 coaching course is run for teachers (100) but less than 10% of the trained teachers implement an orienteering program
-) NSW Ed Dept. funds outsourced providers (i.e. O people) to deliver Level 0 Coaching Courses to teachers as part of their professional development (at an hourly rate)

ACT

-) Teachers too busy and want O people to do the work
-) No conversion to membership (it may be a longer term investment)

-) Providers are paid (OACT don't expect volunteers to do this work)

QLD

-) Run successfully
-) Coaches invoice schools directly

TAS

-) Reasonable success due to OUTREACH project that is an after-hours program for children and their parents (program is NOT an after hour's care program).
-) Use of juniors and young people as Level O coaches – well received by students

SA

-) Lack of a schools' coordinator is an issue – creates lots of work and stress for O people who have to produce maps in a hurry.
-) SA considering not running programs in remote areas or asking for 3 months' notice
-) O people can't see what the schools have been offered in the booking system.

Summary

-) Need a single coherent national package for this segment of the market.
-) Need to use high tech (i.e. electronic punching or phones) plus young presenters to make the sport seem attractive to children.

5.3 Statistical reporting requirements - Eventor

Key points:

-) Eventor is the OA database for statistical reporting
-) Eventor now provides near complete participation data, with only a few types of events (principally local events in regional areas) missing
-) Local club events in regional areas need encouragement to enter results.

Issues:

-) The names of casual entrants need to be entered manually
-) Eventor doesn't handle groups.

Summary:

-) If OA wants a case for more participation funding, then we need to provide reliable data and these participants need to be included – need to aim for 100% of data.
-) Eventor needs to include an automated reporting system (Eventor Working Group should develop a standard suite of reports)
-) Each state needs an Eventor contact person.

5.4 World Orienteering Day

All states to note 24th May 2018 and plan events for this day.

6. BUSINESS MANAGEMENT

6.1 Budget report and forward estimates

Refer to budget papers on OA website.

Key points:

-) The complete financial reports for 2017 will be prepared by the auditor and presented at the AGM in Tasmania at Easter 2018. These will include a full income and expenditure statement, balance sheet and statement of cash flow.
-) The High Performance funding report showed only OA costs and not the athlete contribution (e.g. airfares).

Action: OA to conduct a short survey of the costs of WOC/JWOC participation so that potential representatives have an idea of the costs.

6.2 Future financial situation

Key points:

-) Risks regarding future financial projections:
 - o The exchange rate is a risk, as items purchased from overseas may cost more.
 - o Volunteers currently deliver some projects, resulting in a \$19K savings, but this may not continue indefinitely.
-) ASC participation funding - reduced from \$200K to \$100K. Future preference will be given to new activities that have the potential to increase participation.
-) ASC is requesting each sport develop an overarching view of the finances at national/state/club levels so that it has an idea of the financial situation of each sport.
-) Eventor licence has been renewed for another 3 years at a fixed price.
-) World Ranking Event (WRE) levies – IOF charges a EUR 3 per day per competitor in elite classes (which OA recovers through a \$2 per day levy on elite classes at Australian championship carnivals and on elite classes at all NOL races).
-) State participation numbers are currently based on the 6-monthly returns from states.
-) Projections don't include the Australian Orienteer and items covered by the Whiteside bequest (but these will appear in the audited accounts)

Action: OA to send the states a request for applications for participation grants.

Motion: The 2018-2019 budget is approved. Ian Rathbone/Kay Haarsma Carried

6.3 Fees and levies for 2018 and 2019

The proposed fees and levies for 2018 and 2019 were set at 2017 SGM and through the subsequent postal ballot.

Motion: 'That the OA conference note the outcome of the postal ballot following the 2017 SGM'
Jenny Casanova/Bruce Bowen Carried

Victoria sought confirmation that, while levies provided the basis for calculating the contribution of each state to OA, the states had flexibility regarding the source of the funds they used to pay the contribution.

Motion: *That the OA conference empower the OA Board to negotiate and approve alternate High Performance Program funding agreements with any State Association that wishes to, in lieu of additional levies on Category 5 events. The quantum of funding agreed under such arrangements shall be similar to the amount that would be contributed to OA by the particular state in the case that the proposed levy was applied to that state's Category 5 events in the previous (non-carnival) year in that state.* Mark Hennessey/Margi Freemantle Not Carried

Subsequent Motion: *That the Fees Payable document in the Operational Manual for 2018 and future years include the following statement:*

"The amounts defined in the 'Calculation of payments' section determine the total amount payable by each State Association to Orienteering Australia. States are empowered to raise these amounts by any means they see fit, irrespective of the basis upon which the amount is calculated"

Mark Hennessey/Richard Matthews Carried

(The 2017 version of the document to which this refers is at <http://orienteering.asn.au/wp-content/uploads/2015/09/Fees-payable-by-states-in-2017.pdf>).

6.4 Australian Sports Foundation

Key points:

-) Donations are not a great source of revenue for general programs as people are more likely to donate to support a person they know.
-) WOC representatives are expected to fundraise \$500 each.
-) It was suggested that donations from events on World Orienteering Day could go to national teams.

6.5 Risk management

Key points:

-) The OA risk management policy is to be revised.
-) Entry forms (particularly Enter on the Day [EOD]) require agreement to a risk statement. Eventor includes agreement to a risk statement prior to accepting an entry.
-) Some states put these on the back of EOD cards.

Action: *States to implement the OA policy of event entrants agreeing to a risk statement prior to participating.*

7. GOVERNANCE

7.1 Update on governance reform

The OA President summarised:

-) Work on governance is ongoing.
-) It is important that all levels of orienteering (national/state/club) share a set of unified behaviours.

-) The draft strategic plan should help with the unified approach and its development will be spread out over the coming 6 months or so to ensure all states and clubs have time to consider.

7.2 Member Protection and Child Safety

Key points:

-) ASC has developed guidance for sports – and is available now (refer to http://orienteering.asn.au/wp-content/uploads/2017/04/7_2_1-2017-OA-Conference-Member-protection.pdf). Mark Hennessey and Paul Prudhoe both attended recent ASC workshops.
-) There may be more legal changes at short notice in the future as a result of the recent Royal Commission.
-) Vic has a relatively well-developed law and policy.
-) All directors and board members should undergo a Working With Children Check (WWCC) – there are also director guidelines and a Child Safe Sport Toolkit and Framework
-) Mandatory reporting – regardless of whether the child or parent thought it was a problem.
-) Members should agree to child safe policies when they join.
-) WWCC possibly needed for a wider range of roles. On-line communication with children requires a WWCC. Under 18s working with children also require a WWCC.
-) States need to keep records of WWCC.
-) Child protection is administered at state level – there are restrictions on the sharing of information between clubs / state / national levels.

Actions:

-) ***OA to check with ASC whether an assessment in one sport can be shared with another sport, and whether assessments can be shared between different levels of a sport (national, state, club).***
-) ***Each state office to:***
 - ***Keep records of WWCC***
 - ***Conduct proper screening processes for known people to avoid risky situations***
 - ***Develop a culture of reporting (i.e. for people who aren't known)***
 - ***Ensure people who have regular contact with children have a WWCC***
 - ***Seek out their State laws (all different)***

8. HIGH PERFORMANCE

8.1 High Performance Report

Key points:

-) The HP team appreciates the support of the states.
-) Orienteering is a running sport and HP athletes need to increase their running speed.
-) HP athletes need quality experiences – should look to NZ, Asia champs, events in other states

- With split WOC (one year urban / one year forests) – we might be able to send athletes to European Championships in the off-year.
 - Australian and World University Championship involvement doesn't carry any support (unis might provide some) or recognition.
 - Consideration to 2nd tier teams being called 'Best under 25' or 'Development Team'
-) 4 new high level coaches appointed
-) Social media information (blogs) back from o/seas athletes helps build profile and support. The job of writing these needs to be allocated within teams and links put on Facebook.

8.2 High Performance calendars and communication

Key points:

- Clubs to complete an EOI for holding NOL events
 - Need to consider locations that will get lots of people
 - Potentially fewer weekends / more events per weekend (to help with participant costs) – reduce from 6 to 4 weekends.
-) NOL calendar for 2019 will be out by Easter 2018.
-) With the potential winning times for WOC at 100 minutes, HP athletes need to increase endurance – and they need 2 very long races a year (Easter WOC trial and potentially the Ultra Long in 2018). Note: Jim Russell is reviewing the place of the Ultra Long in the NOL schedules for future years.

Action: States should submit EOIs for NOL events in 2019 to Ian Prosser now, with the hope of having a draft calendar available at the Events Committee meeting at Easter.

8.3 Role of coach development coordinator

Key points:

-) Bold Horizons is working to re-engage previously accredited coaches who no longer participate.
-) To be successful, coaching needs to be broader - starting at the lowest level – investment here will pay off in the longer run.

8.4 MTBO report

Key points:

-) Congratulations to Lucy Mackie on her silver medal at Junior WMTBO.
-) Power-assist e-bikes will be allowed in a special class (trial non-competitively across all classes in 2018).
-) The MTBO Australian Championships carnival had 176 entrants (including some from NZ)

Issues:

-) Need more MTBO controllers

-) Potential for MTBO to be included in state participation projects

The OA President noted the potential for greater integration between Foot-O and MTBO in OA.

Action: *Kay Haarsma to put in a funding proposal for controller accreditation for MTBO.*

8.5 Future of Australian Schools Championships

Rohan Hyslop (School Sport Australia [SSA] Orienteering National Secretary) presented.

Key issue was whether OA should continue its relationship with SSA for the Australian Schools Championships:

-) Schools teams need to be associated with SSA to participate in international schools' events (The ISF Championships have now become a realistic possibility as recent rule changes no longer require a country to field a team from a single school before they can field a second, national, team).
-) Several states continue close association with their state SSA affiliates.

Result – National level advantages, State level situation not known – remain with SSA for the Australian Schools Championships at the moment.

Feedback from state of SSA program:

-) SA - Orienteering has remained, despite SSA withdrawing funding for officials
-) VIC – not happy with having to purchase expensive poor quality uniform. State manager of SSA has resigned.
-) WA – SSA relationship is working reasonably well. Teachers are backfilled. There is some student funding for travel (so long as a teacher travels with them).
-) ACT – requirements are too much. School ground and forest events require: 1:10 ratios, Cert III in Outdoor Education, 1st Aid qualifications and Departmental approval.
-) NSW not affiliated with the NSW State Level SSA

Summary

States need to be aware of issues with school events – suggest that states contact Rohan in first instance to discuss any issues.

Action:

OA President to follow-up with SSA (Rohan Hyslop) regarding a response to the letter OA sent to SSA in November.

9. COMMUNICATIONS

9.1 Media and Communications report

Key recommendations:

1. That states (and clubs) review their current web hosting arrangements against the OA offer and contact web@orienteering.asn.au if you wish to migrate.
2. Standardised URLs be established for all states/clubs/events.
3. OA will keep states abreast of any progress towards implementing a business management platform.

4. That states work towards utilising a single, centralised Mailchimp account for all their email marketing.
5. States ensure that members “opt in” to having a hardcopy version of the AO delivered. The default position is to receive the AO in digital format. There is no price difference between the two options.
6. That content and pricing for a Media Kit be developed by OA and provided to a graphic designer.
7. OA is seeking feedback from the states to determine whether they wish to pay for the integration of Winsplits with Eventor.
8. OA recommends that states adopt Omaps as a national map register and the costs be split per the Eventor licence fee.
9. OA will begin the process of redeveloping the web site.
10. OA establish a centralised support site that is accessible to approved users in order to consolidate common help resources.

The recommendations generated considerable discussion and a decision on these recommendations was not made at the conference. Refer to Eventor Working Group.

10. INTERNATIONAL

10.1 IOF Council and International Relations

Mike Dowling spoke briefly about:

-) The process for the development of the new IOF strategic directions (2018-24) and the consultation process so that the document is ready for federations to approve at the General Assembly in Prague next year.
-) The financial situation surrounding the IOF and that the IOF has embarked on a staff review process to reduce staff costs and general running costs where possible yet balance that with the need to grow the sport globally.
-) The new extended sponsorship of the IOF by Nokian Tyres, the adjustment to the WRE process and the development of live orienteering.
-) The IOF relationships with other international sports organisations.

11. TECHNICAL INFRASTRUCTURE AND EVENT MANAGEMENT

11.1 Technical report

Key points:

-) Rule changes
 - o GPS can be carried so long as it does not include a map.
 - o New SI Air rules to be an appendix to 2018 rules. OA can't mandate the use of SI Air at major carnivals yet.
 - o Australian University Championships – now on NOL sprint event Melbourne 10-11 March. OA rule 5.14 to be amended to reflect a change to comparing km rates between 20E and 21E classes.

- Winning times and course/class combinations for older and AS classes are being reviewed, for inclusion in the 2018 rules.
 - New/amended IOF control descriptions to take effect for 2018.
 - IOF has removed forbidden symbols from mapping specifications (forbidden areas will no longer be clearly identified on sprint maps). OA is likely to include these into OA rules.
 - NOL Guidelines to be revised and distributed to all states' NOL teams in early 2018. A new under-23s NOL point competition to be introduced.
-)] World Ranking Events (WREs)
- There is no longer a limit on the number of WREs a Federation can host – any NOL event could therefore be eligible if it is IOF compliant and the Level 3 controller is also an accredited IOF Event Advisor.
 - Changes to the way the IOF levy is calculated for WRE – however, the impact on OA's annual WRE payments to IOF is likely to be cost-neutral.
 - 8 applications on Eventor for 2018 Foot-O WREs, but none for MTBO.
 - Australian Event Advisors on IOF website.
-)] Controllers' training and accreditation (Foot-O)
- Current level 3 controllers' curriculum has expired and is being updated over the next few months. Technically, we cannot accredit any new L3 controllers until this is done, but can re-accredit existing ones. Likewise, the updated Level 2 manual needs to be submitted to ASC. However, it is now OA rather than ASC who processes the accreditations.
 - Operational Manual needs updating in 2018 (needs person and funds to do it):
 - Controller Accreditation Level 1 and 2 (dated 2008)
 - Controller Accreditation Level 3 and IOF Event Advisor (never written)
 - Level 3 Controllers workshop - to be held in Adelaide February 2018 and Perth April/May 2018, in advance of those states' major carnivals. Controllers need to attend a workshop every 8 years and those who haven't attended since 2009 should urgently attend
-)] Major Event Guidelines – Bill Jones preparing for OA Operational Manual section 2.3.
-)] MTBO:
- MTBO controllers' curricula prepared and submitted to ASC
 - E-bike (non-competitive) introduced on 12-month trial, then a specific e-bike class may be introduced.
 - SI Air recommended for use in major MTBO carnivals
-)] The IOF's ISOM 2017 mapping specifications are available for download (refer item 11.6)

11.2 Future major events - 2019 Oceania and Australian Championships

Oceania 2019 timetable of events:

Date	Sat 28 Sept	Sun 29 Sept	Mon 30 Sept	Tues 1 Oct	Wed 2 Oct	Thurs 3 Oct	Fri 4 Oct	Sat 5 Oct	Sun 6 Oct
Event	Oceania Sprint	Australian Long	Oceania/ Australian Relay*	Schools Sprint	Schools Long	Schools Relay	Rest day	Oceania Long	Oceania Middle
Classes			*excl Aust M/W 21t, 20t, 18, 16						
Venue	Wagga Wagga	Coonamundra	Coonamundra	Wagga Wagga	Wagga region	Wagga region		Beechworth/ Wangaratta	Beechworth/ Wangaratta
Map	Charles Sturt University	Winona	Winona	Kildare College	Connorton	Pominalama		Kangaroo Crossing	Barembogle

Embargoes on these areas are to take effect immediately.

The carnival is coordinated by OACT, in collaboration with NSW and OVIC.

Australian championships

Responsibility for organising rotates across the states each 6 years (with some states on an 8 year rotation).

11.3 Potential future international events in Australia

Key points:

-) Potential for a World Cup event in Australia in 2023.
-) NZ contemplating JWOC 2022 and we wouldn't want to bid against them.
-) The states, rather than OA will need to be the driving force behind any future major events (but assistance can come from across Australia)
-) There are major event organising companies (city-based) that have expressed an interest in helping.

Action: OA interested to receive proposals from any state thinking of holding major international events.

11.4 Major Events Schedule 2017-22

	Australian 3 Day Championships	Australian Championships	Oceania Championships	WOC	World Games	JWOC	WMOC
2011	WA	NSW	Australia - Vic				
2012	Qld	Tas					
2013	Vic	ACT	NZ				
2014	NSW	WA		Italy		Bulgaria	Brazil
2015	SA	Victoria	Australia - Tas	Scotland		Norway	Sweden
2016	ACT	Qld		Sweden		Switzerland	Estonia
2017	NSW ¹	NSW	NZ	Estonia	Poland		NZ
2018	Tasmania	SA		Latvia		Hungary	Denmark
2019	WA ²	ACT	Australia ³	Norway		Denmark	Latvia
2020	NSW	Tasmania		Denmark (Sprint)			
2021	Qld	Vic	NZ		USA		
2022	SA	NSW					
2023	ACT	WA	Australia				
2024	Vic	Qld					
2025	Tasmania	ACT	NZ				
2026	NSW	SA					
2027	WA	Vic	Australia				
2028	ACT	Tasmania					

1 – As part of Queens Birthday 3 Day due to WMOC in NZ in April 2017

2 - Includes Australian Sprint and Middle Distance Championships due to Oceania Championships in Australia in 2019

3 – To be held in Victoria and ACT/southern NSW as part of an extended Australian Championships carnival

The rotation is such that ‘major’ states (NSW, Vic, ACT) host both Australian Champs & Australian 3-Days within a 6-year cycle and minor/outer states (Qld, SA, Tas, WA) are scheduled on an 8-year cycle, although there have been some recent reallocations due to the timings of both Oceania 2017 and 2019.

NSW and Tasmania (in particular) need to consider their forward planning for 2020 and ACT may wish to discuss their ability to manage the 6-year cycle.

Oceania Championships (every 4 years) are currently allocated on a voluntary basis; discussion at the 2014 OA Conference indicated that states would prefer not to include Oceania in the rotational allocation.

11.5 Level 3 Controllers for next 3 years

Key points

-) All Group A events are required to have Level 3 Controllers as representatives of OA.
-) Controllers are reminded of the need to provide a report to the Chair of the Technical Committee after the conclusion of events.

11.6 Mapping report

Neil Barr appointed Chair of Mapping Committee.

Key points:

-) The form regarding Mapping Statistics, previously sent to States, is no longer in use due to changes in the way maps are managed and the inconsistent returns from states.

-) IOF ISOM 2017 specifications are available for download here <http://orienteering.org/resources/mapping/> States are asked to inform all mappers, controllers and course planners. Their use is mandatory only for major carnivals and IOF WREs, but it is recommended that new forest maps be mapped to this standard.
-) Some maps are difficult to convert to ISOM 2017, particularly gold mining terrain and there is concern we may not be able to use these areas for major carnivals and WREs.
-) The size of control circles in ISOM 2017 are now relative to the scale of the map.
-) Urban maps should be drawn to ISOM 2017 of ISSOM and minimise the use of non-standard symbols. A set of symbols for school and sprint maps will be available on OA website. Symbols that are forbidden to cross will now be in the rule, rather than mapping specifications (refer item 11.1)

11.7 Arena production at major events

Key features:

-) Living it Live presentation by Nick Dent, Chris Naunton and Ron Pallas.
-) Living it Live can provide complete professional arena productions for major national and international events in accordance with the Leibnitz Convention for major events.
-) Living it Live is a potential service provider, but there could be others. Suggestion that OA could provide a list of accredited service providers.
-) Potential for the 2019 major carnival.

Agreed: A national decision was not able to be reached on Living it Live at this point in time but could be developed some time in the future. However, states were reminded that lead time is required for major carnivals. States to come back to the AGM (Easter) with a view.

12. OTHER BUSINESS

No other business was raised.