## ACT ROGAINING ASSOCIATION (ACTRA)

## Strategic and Operational Plan

## 2022 to 2025

## (updated annually)

## 1 INTRODUCTION

## 1.1 Scope of the Plan

The following three-year plan has been adopted by the ACT Rogaining Association (ACTRA).

The plan is presented in the following sections.

* Section 1 provides general background on the association and the sport of rogaining in the Australian Capital Territory and Australia.
* Sections 2 and 3 outline ACTRA’s mission and objectives.
* Section 4 presents the three-year plan outline.

## 1.2 ACTRA 2024 Committee

**Office Bearers:**

President: Stephen Goggs

Vice President: Jonathan Fearn

Secretary: Jiaying Goh

Treasurer: Nick Lhuede

General Committee: Jean Douglass (Equipment Officer)

 David Baldwin (Australian Rogaining Association Council Representative & Website Manager)

 Brad Vallette

 Benita Sommerville

 Wendy Emerton

 Kelvin Meng

 Tom Fitzgerald

 Natali Koerbel

Immediate Past President: Julie Quinn

Non-committee people:

Member Protection Information Officer

 Jonathan Miller

Auditor Noel Luff

## 1.3 Rogaining in Australia

1.3.1 History

Rogaining is a team sport based on cross-country navigation on foot. At the championship level it is a challenging 24 hour competitive event requiring considerable skill and endurance. However, many teams also view it as a pleasant opportunity to be in the bush, and participate on a more social level. The sport originated in the Melbourne University 24 Hour Walk, held annually since 1947. This developed via enthusiastic university and scouting groups around the country into rogaines as they are held today. The sport has diversified, commonly with bush-based foot events of 6, 12 and 24 hours duration. Other variations, such as mountain bike, canoe, and ski rogaines, are also very popular.

There are state rogaining associations in all Australian states and territories, each affiliated to the national body, the Australian Rogaining Association (ARA). Each state runs an annual (state) championship event along with numerous smaller events. Some 6000 people participate each year in rogaines throughout Australia.

The ACT Rogaining Association is affiliated with the International Rogaining Federation, through the membership of the ARA.

1.3.2 Australasian Championships

The Australasian Rogaining Championships (ARC) is the regional rogaining championships for World Rogaining Championship (WRC) qualification purposes for the SE Asia/Oceania region. It is held each year, with Australia and New Zealand as host countries. This event is conducted concurrent with either the Australian Rogaining Championships or the New Zealand Rogaining Championships and hosted on a rotational basis by the various state associations and the New Zealand Rogaining Association. ACTRA last hosted the Championships in 2017 and will next host the championships in 2024.

Australia also hosts an Inter-Varsity competition for university students. This is a competition sanctioned by UniSport. Teams from ACT universities regularly attend these competitions and a team from the ANU won the event in 2019.

1.3.4 World Rogaining Championships

The inaugural World Rogaining Championships (WRC) were conducted in Victoria in 1992. The event attracted 400 competitors from all over Australia and from overseas. The WRC now usually takes place annually or bi-annually.

The 14th WRC in 2016 were held in central Australia and were hosted by the ARA. ACTRA played a key role in this providing course setters and key organizers as well as organizing transport and awards. Many teams from the ACT attended with the ACT having the highest per-capita attendance of any state in Australia. ACT teams placed 2nd in the mens open, 2nd in the mixed open, 1st in the mens youth, 2nd ultraveterans womens, 3rd superveterans womens.

A number of ACTRA teams were amongst the 386 teams that competed in the 16th WRC in 2019, held in La Molina in the Pyrenees, with an ACTRA team finishing 1st in the mixed open and 2nd mixed overall.

## 2 ACTRA MISSION STATEMENT

To conduct and promote the sport of rogaining, which encourages people to develop respect for and enjoyment of bush environments, and fosters the development of navigational skills, general fitness, self-reliance in the bush and the ability to work in a team.

## 3 OBJECTIVES OF ACTRA

**3.1 Key Objectives**

* Run high quality events where participants experience effective and smooth organization on a well-set course.
* Maintain or increase participation levels across all event types.
* Increase the skills of participants.
* Increase the number of volunteers.
* Develop better support systems for volunteers.
* Ensure good relationships are maintained with public and private landholders on land that we wish to use for rogaines.
* Ensure that good quality land for the conduct of events is secured in a timely manner.

## 3.2 Governance and Administration

* Maintain an efficient and effective governing body.
* Identify and maintain an effective risk management system.
* Maintain long-term financial viability of the Association.
* Communicate effectively with members and prospective participants about upcoming events, results of past events, and any developments in the sport.
* Maintain an accurate membership database and activities list of members and volunteers.
* Maintain an electronic archive of maps and information from past events.
* Maintain affiliation with the ARA, the peak body for rogaining in Australia.

## 3.3 Events

In a typical year ACTRA will hold the following events:

* 3 hour summer twilight (December or February)
* 6 hour autumn rogaine (March)
* 6 hour night/day/cycle foot/mountain bike rogaine (autumn or spring)
* 4 hour winter rogaine (July)
* 6 hour metrogaine (August)
* 12 and 24 hour ACT Rogaining Championship (autumn or spring)
* 6 and 12 hour spring rogaine (October or November)

Biannually, ACTRA will also aim to hold a navigational workshop and a course setting workshop, alternating years with the NSW Rogaining Association.

## 3.4 National and International involvement

* Encourage the development of ACT competitors to national and international standard.
* Encourage members to participate regularly in national and international events.
* Conduct national events periodically, as requested by the ARA.

## 3.5 Skills Development

* Assist the ARA in the maintenance of technical rules and standards that are appropriate to the evolving needs of the sport.
* Encourage awareness of these rules among all participants and officials.
* Organise regular events whose primary goal is training.
* Provide support for informal coaching of competitors at events.
* Provide training in navigation and general rogaining skills.
* Provide training and informal support of course setters and vetters.

## 3.6 Event Organisation

* Provide event organisers with advice and resources to assist them to provide a high and consistent standard of events.
* Simplify the tasks of administrators and provide a high level of service to participants through the use of web-based event administration software.
* Acquire or establish access to all the equipment necessary for the safe and efficient running of rogaines.
* Maintain equipment in a good state of repair.
* Secure storage and adequate insurance of equipment to protect against loss and vandalism.
* Provide adequate public liability insurance via the ARA to cover volunteers, land owners, and competitors against loss.
* Continually update paper (those that need to be used off line at events) or electronic manuals in order to provide fully documented procedures for all aspects of staging events.
* Encourage members to be involved in the various facets of event organisation and maintain a large pool of skilled volunteers.

## 3.7 Equal Opportunity

* Identify and work to minimise barriers to participation in the community.
* Encourage veterans, women, scouts, university students, and juniors through the provision of separate categories at events.
* Encourage all participants, particularly those without personal vehicles, by providing subsidised bus transport to local and national championship events where practical.

## 3.8 General Development and Promotion

* Provide newcomers to the sport with a welcoming atmosphere and provide technical information and help on all aspects of rogaining.
* Develop, in conjunction with other states and the national body, promotional material including flyers, posters, photos, an annual calendar of events, an internet site and through other social media.
* Encourage groups with similar interests (such as bushwalking and orienteering clubs) to become involved with rogaining.
* Work with the Australian National University Inter-hall Sports organisation to provide rogaining experience for students.
* Increase the awareness of the sport among the general public, the rural community, the media and the government.

## 3.9 Development of Volunteers

* ACTRA depends solely on the work of volunteers in the running of the committee and hosting of local and national events. In light of this, ACTRA seeks to:
* Provide avenues for members to volunteer with the running of events and the management of ACTRA
* Provide training for volunteers through training workshops and the provision of mentors and high quality manuals.
* Maintain records of volunteers and volunteer skills.
* Provide recognition for volunteers.

## 4. DEVELOPMENT STRATEGIES 2022-2025

Continue to:

* Foster relationships with universities, bushwalking clubs, Orienteering ACT and other outdoor recreation and sporting associations to increase the awareness of rogaining and increase participation.
* Foster relationships with the NSW Rogaining Association because of the overlap in members attending the other association’s events.
* Run events in or near Canberra of shorter duration (3-6 hours) aimed at attracting and providing training for novice rogainers. These events are particularly suitable for university students, army cadet, scouts and family groups.

Maintain:

* Maintain and improve our event administration and navlight scoring software systems, and train more volunteers in its use.
* Maintain comprehensive, up-to-date and reliable web pages that allow web based entry and membership payments.
* Maintain a website that provides timely information before and after events including event details, contact information, photos, results and partner-finding services to facilitate greater participation.
* Maintain a social media presence through a Facebook page.

Develop and implement:

* Regular reviews of our risk strategies to minimise the risk to participants, both for their own safety and to maintain current low insurance premiums.
* Programs to reduce the amount of time committee members and event organisers need to spend to run high quality events.
* Ways to foster the transition of members from only competing in shorter duration events to all events, including those with the challenges of dark navigation and longer time periods.

A summary of the tasks described in the three-year plan is presented on the following pages.

**4.1 Governance and Administration**

Desired outcomes:

* An ongoing, effective and efficient committee running the Association
* Maintained long-term financial viability of the Association
* Continued identification and management of risks
* Quality experiences for members and volunteers
* Keeping members informed of developments in the sport

| **Action** | **2022** | **2023** | **2024** |
| --- | --- | --- | --- |
| Maintain membership database | Maintain membership records from the new membership system. | Maintain a record of membership via event entries. | Review membership system and either retain or improve. |
| Maintain event management system | Maintain the electronic event management system.Train volunteers as required. | Maintain the electronic event management system.Train volunteers as required. | Maintain the electronic event management system.Train volunteers as required. |
| Well functioning website and other social media | Maintain good web hosting. Update documents, contacts, web pages. | Update documents and contacts on web pages. | Update documents and contacts on web pages. |
| Maintain the SmugMug photo gallery and Facebook site and ensure content is current. | Maintain photo and social media sites. Investigate other social media options. | Maintain photo and social media sites. Investigate other social media options. |
| Facilitate members exchanges of photos, stories, GPS tracks etc. | Facilitate members exchanges of photos, stories, GPS tracks etc. | Facilitate members exchanges of photos, stories, GPS tracks etc. |
| Back-capture electronic records of past events including landholder and other permissions and copies of maps. | Maintain electronic records of events including landholder and other permissions and copies of maps. | Maintain electronic records of events including landholder and other permissions and copies of maps. |
| Functioning committee system | Hold regular committee meetings with minutes. Hold an annual AGM. | Ensure AGM and meeting minutes are captured and circulated. Update Access Canberra as required. | Ensure AGM and meeting minutes are captured and circulated. Update Access Canberra as required. |
| Policy decisions made by the Committee to be updated in documents and web pages. | Policy decisions made by the Committee to be updated in documents and web pages. | Policy decisions made by the Committee to be updated in documents and web pages. |
| Conduct budgeting for all events and across events. Review cost estimator spreadsheet. | Conduct budgeting for all events and across events.Cross-subsidise travel costs to ensure longer events further from Canberra are not too expensive. | Review cost estimator spreadsheet and inputs.Cross-subsidise travel costs to ensure longer events further from Canberra are not too expensive. |

**4.2 Participation**

Desired outcomes:

* Access and equity for the community through increased participation by targeted groups, particularly juniors, university students, and families.

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| **Action** | **2022** | **2023** | **2024** |
| A calendar of suitable events | Events provide a variety of terrains and time scales to cater for all participants, within any ongoing bushfire and pandemic constraints. | Events provide a variety of terrains and time scales to cater for all participants. | Events provide a variety of terrains and time scales to cater for all participants. |
| Calendar considers the best use of volunteer resources. Avoids clashes with other key events (e.g. orienteering) and considers external risks (e.g. controlled burning) | Calendar considers the best use of volunteer resources. Consider options for co-hosting events with NSWRA. | Calendar considers the best use of volunteer resources.  |
| Ongoing participation of tertiary students | Ensure ongoing support of ANU students through active inclusion eg in lead-up to Inward Bound | Ensure ongoing support of university students across ACT through active inclusion in events. | Ensure ongoing support of university students incl for ANU’s Inward Bound events. |
| Promote rogaining to other target audiences | Identify other target groups and actively promote rogaining. Includes ANU Mountaineering club, bushwalking clubs, SES. | Identify other target groups and actively promote rogaining. Consider an event to complement with National Orienteering carnival at Easter | Identify other target groups and actively promote rogaining.  |
| Encourage family and junior participation through family-friendly and subsidised events. | Continue to encourage family and junior participation. | Continue to encourage family and junior participation. |
| Safe long-distance travel options | Provide subsidised bus travel to 24 hr or distant events. Consider how to better promote and obtain better patronage. | Provide subsidised bus travel to selected events. | Provide subsidised bus travel to selected events. |
| Promote a car pooling service. | Re-establish and promote a car pooling service. | Provide and promote a car pooling service. |
| Increase the participation of individuals | Promote a partner-finding service as part of the entry system. | Re-establish and promote a partner-finding service as part of the entry system. | Provide and promote a partner-finding service as part of the entry system. |

**4.3 Safety**

Desired outcomes:

* Increased safety of competitors before and after 24-hour events through the use of bus transport (see 4.2 participation above for the action).
* Up to date safety manuals for use by event organisers, and publication of safety/emergency procedures
* Availability of appropriate First Aid treatment to all competitors

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| **Action** | **2022** | **2021** | **2022** |
| First aid officer at all events | Event organisers to ensure a first aid volunteer is available. | Event organisers to ensure a first aid volunteer is available. | Event organisers to ensure a first aid volunteer is available. |
| Maintain first aid equipment and supplies | Review and update supplies as required. | First aid supplies and equipment replaced as required. | First aid supplies and equipment replaced as required. |
| Event safety documentation for all events | Event safety documents completed, circulated to the committee for review, and taken to all events. | Event safety document template reviewed. Review of search and rescue procedures. | Event safety documents completed, circulated to the committee for review, and taken to all events. |
| Access to phones and PLBs | Update satellite phones, Next G phones and PLBs.Provide equipment to setters and vetters, and have at events. | Maintain satellite phones, Next G phones and PLBs.Provide equipment to setters and vetters, and have at events. | Maintain satellite phones, Next G phones and PLBs.Provide equipment to setters and vetters, and have at events. |
| First aid volunteers are remote area trained | Organise a remote area first aid course, free to members in return for volunteering at one event.Maintain records of people who have completed their compulsory event in return for training. | Maintain records of first aid officers with remote area training. Maintain records of people who have completed their compulsory event in return for training. | Maintain records of first aid officers with remote area training. Maintain records of people who have completed their compulsory event in return for training. |

**4.4 Rogaine training:**

Desired outcomes:

* Opportunities for people at all levels to further develop their rogaining skills
* Provide training to members to foster a greater feeling of belonging to the association
* Skills acquisition by new members

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| **Action** | **2022** | **2023** | **2024** |
| Conduct navigation training | Run a navigation skills workshop |  | Run a navigation skills workshop |
| Conduct course setting and vetting training |  | Run a course setting and vetting workshop |  |
| Establish a permanent course for rogaine training |  | Investigate the need for and potential usage of a permanent (virtual?) course for rogaining. |  |
| Support for novice rogainers at events | Novices and less experienced rogainers helped at events. Novice briefings held at all events. | Novice briefings held at all events. | Novice briefings held at all events. |

**4.5 Club development including volunteer development**

Desired outcomes:

* Participation by a greater number of members in the various activities involved in running events
* Developing members’ skills in administration and management
* Improved facilities for volunteers
* Improved services to participants
* Succession planning for committee office-bearers

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| **Action** | **2022** | **2023** | **2024** |
| Volunteers rewarded | Continue volunteer rewards system. | Review volunteer rewards system and implement changes as needed.  | Continue volunteer rewards system. |
| Maintain records of volunteers and rewards received. | Maintain records of volunteers and rewards received. | Maintain records of volunteers and rewards received. |
| Maintain recognition of volunteers at events, newsletters and on the website. | Maintain recognition of volunteers. | Maintain recognition of volunteers. |
| Training for event administrators | Provide pre-event and on-job training to new event administrators | Provide pre-event and on-job training to new event administrators | Provide pre-event and on-job training to new event administrators |
| Develop a process for committee succession | Work on electronic systems to remove the vulnerabilities of only one person understanding the coding. | Succession planning undertaken by committee, particularly for the President’s role. | Succession plan implemented. |
| Continue outsourcing of catering | Maintain relationships and expectations with existing caterers (including Hartley Lifecare and Jerangle P&C). Establish new caterers, such as local community groups, to invest in the rural communities that we rogaine in. | Maintain relationships and expectations with existing caterers. Establish new caterers if needed. | Maintain relationships and expectations with existing caterers . Establish new caterers if needed. |

**4.6 Technical**

Desired outcomes:

* Ensure all competitors are aware of and adhere to the rules of rogaining
* Ensure all competitors are aware of any rule changes as they occur
* Ensure the high quality event maps are produced for every form of rogaine

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| **Action** | **2022** | **2023** | **2024** |
| All members know and abide by rules | Promote rules of rogaining to members. | Update rules of rogaining as required by ARA. | Promote rules of rogaining to members. |
| High quality maps for all events | Provide training to volunteers on map making.  | Maintain the pool of volunteers capable of making maps, and run a training session if necessary. | Provide training to volunteers on map making. |
| Fast and accurate results for events | Train volunteers in electronic event management – including website, gui and navlight software. Establish and maintain a pool of experienced users.Maintain contact with Peter Squires (Navlight) to continue to improve the software. | Maintain a pool of experienced users of electronic event management – including website, gui and navlight software.  | Train volunteers in electronic event management – including website, gui and navlight software. Establish and maintain a pool of experienced users. |

**4.7 Promotion**

Desired outcomes:

* Maintenance membership numbers
* Greater community awareness of rogaining
* Fostering of relationships with universities, bushwalking clubs, scouting groups, and other outdoor recreation and sporting associations
* Foster relationships with landowners to ensure long-term goodwill

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| **Action** | **2022** | **2023** | **2024** |
| Continuing good relations with landowners and the public | Continue careful approach to landholders well before events. Ensure all rogainers respect property, private and public.  | Continue careful approach to landholders well before events. Ensure all rogainers respect property, private and public. | Continue careful approach to landholders well before events. Ensure all rogainers respect property, private and public. |
| For government land, consider having a single committee member as the contact and apply for permission for all events in the year. | For government land, apply for permission for all events well in advance. | For government land, apply for permission for all events well in advance |
|  | Develop a landowner recognition policy. | Implement landowner recognition policy. |
| Promotion of rogaining to potential participants | Seek promotion opportunities with like-minded sports, educational, outdoor recreational groups etc. | Seek promotion opportunities with like-minded sports, educational, outdoor recreational groups etc. | Seek promotion opportunities with like-minded sports, educational, outdoor recreational groups etc. |

**4.8 Competition development and support**

Desired outcomes:

* To maximise opportunities for people to participate in the sport locally, nationally and internationally
* Support for rogaining’s development in other states and overseas
* To maximise attendance at ACT and Australian Rogaining Championships
* Participation in the organisation, administration and development of the sport nationally and internationally

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| **Action** | **2022** | **2023** | **2024** |
| Encourage members to participate nationally and internationally | Promote NSWRA events. Promote other events that may interest members including the ARC. | Promote NSWRA events. Promote other events that may interest members including the ARC, WRC and Navshield..  | Promote NSWRA events. Promote other events that may interest members.  |
| ACTRA participation in the Australian Rogaining Association business  | Nominate delegates to the ARA and participate in annual meetings. | Participate in annual ARA meetings. | Nominate delegates to the ARA and participate in annual meetings. |
| Participate in ARA decision making and contribute to achieving its objectives. | Participate in ARA decision making and contribute to achieving its objectives. | Participate in ARA decision making and contribute to achieving its objectives. |

**4.9 Equipment**

Desired outcomes:

* Maintain a complete set of equipment used in rogaines, readily accessible to event organisers and in a good state of repair
* Maintain a safe, functional storage and handling system for equipment

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| **Action** | **2022** | **2023** | **2024** |
| Maintain equipment | Maintain equipment to necessary standards and purchase or make new equipment.  | Maintain equipment to necessary standards and purchase or make new equipment. | Maintain equipment to necessary standards and purchase or make new equipment. |
| Maintain gear store | Maintain shipping container. | Maintain shipping container. | Maintain shipping container. |
| Maintain trailer | Maintain the trailer. | Maintain the trailer. | Maintain the trailer. |

*Plan last updated: March 2024*