



Outdoors Council of Australia

Annual Report
2007

Outdoor Council of Australia intent and goals

Vision

To develop and promote a professional community that provides quality outdoor experiences.

Mission

The Outdoor Council of Australia will provide services to support:

- ♦ Professional conduct
- ♦ Environmental sustainability
- ♦ Cultural and social sensitivity
- ♦ Risk minimisation

Role

The role of the Council is to represent to the community, industries and all levels of government, the views and needs of outdoor educators, leaders and guides as well as organisations that support leadership or are otherwise involved in the training of outdoor educators, leaders and guides via their state and national peak bodies.

Value Statement

The Outdoor Council of Australia values:

- ♦ outdoor experiences
- ♦ the intrinsic worth and fragility of all natural environments;
- ♦ equity
- ♦ diversity of:
 - environments
 - groups/individuals
 - activities
 - experiences

Objectives

Representation

- ♦ To represent the views and needs of members to the community, industries and all levels of government.
- ♦ To facilitate communication between outdoor educators, leaders and guides, and between these stakeholders and external interest groups including:
 - the wider community;
 - land managers;
 - all levels of government;
 - the legal and insurance professions;
 - educational groups;
 - tourism industry;
 - indigenous groups;
 - volunteer associations.
- ♦ To liaise with other relevant National and State bodies with similar objectives

Advocacy

- ♦ To identify, examine and report on key issues affecting the outdoor community.
- ♦ To develop policies, strategies and actions on key issues affecting the outdoor community.
- ♦ To work with government to develop policies, strategies and actions that support and encourage Outdoor Recreation and Outdoor Education.
- ♦ To raise the awareness of the wider community of the value and benefits of Outdoor Recreation and Outdoor Education.

- ♦ To co-operate with relevant National and State bodies to establish national networks, standards and policy for outdoor leadership.

Influence on Resource Management

- ♦ To promote a philosophy and practice of sustainable environmental living, conservation and positive attitudes towards the use of the natural environment.
- ♦ To encourage planning and management for ecologically sustainable Outdoor Recreation and Outdoor Education.
- ♦ To encourage and facilitate protection of the full diversity of outdoor settings by promoting increased open space and an understanding of the Recreation Opportunity Spectrum (ROS) and other emergent issues.
- ♦ To encourage the development of a diverse range of outdoor opportunities to satisfy the range of community needs for Outdoor Recreation and Outdoor Education.

Quality

- ♦ To promote the professional exchange of information between members and other related organisations through such activities as conferences and publications.
- ♦ To assist the advancement of professional development within Outdoor Recreation and Outdoor Education.

- ♦ To recognise outstanding achievements that support and encourage Outdoor Recreation and Outdoor Education.

- ♦ To promote safe and quality outdoor experiences.
- ♦ To encourage organisational development within the outdoor community to enhance the delivery of services that are appropriate, ecologically sustainable, equitable and of a high standard.
- ♦ To promote best practices in standards and quality of leadership and instruction through the support of quality education and training within outdoor leadership.
- ♦ To undertake such monitoring and research activities that might contribute to the overall standard of the outdoor community.

Research

- ♦ To assist the advancement of research within the outdoor community in order to provide accurate information to all stakeholders that will promote best practice in outdoor leadership and enhance community awareness and understanding. This research should investigate (but not be restricted to) statistical data re accidents; value of outdoor activity; economic significance of outdoor activity; safety and risk management; best practice in outdoor leadership and education; ecologically sustainable best practice.

Introduction

The Outdoor Council of Australia (OCA) was incorporated on the 25th March 2003.

This Annual Report is for the period January 1st 2007 to December 31st 2007.

Membership:

There are three categories of membership of the Council:

- ◆ **State members**

Those umbrella outdoor education or outdoor recreation organisations within each State.

- ◆ **National members**

Those national organisations (including National incorporated or chartered organisations) who operate in more than one State or Territory and are accepted as being national in their scope, operation and charter.

- ◆ **Associate members**

Those organisations or individuals who have an interest in outdoor education or recreation, but who do not meet the criteria to be a State or National member. Associate members are non-voting members.

2007 OCA membership

- ◆ Adventist Outdoors
- ◆ Australian Camps Association
- ◆ Christian Camping International Australia
- ◆ Guides Australia
- ◆ Mountain Bike Australia
- ◆ Outdoor Education Australia
- ◆ Outdoor Recreation Centre (Vic)
- ◆ Outdoor Recreation Industry Council of NSW
- ◆ Outdoors WA
- ◆ Queensland Outdoor Recreation Federation
- ◆ Recreation SA
- ◆ Scouts Australia

Management & Administration

Management Committee:

President: Don Hamley (until March 2007)

Kathy Kingsford (from Sept 2007)

Vice President: Gordon Duff

Treasurer: Ken Pullen (to June 2007)
Paul Fry (from June 2007)

Secretary: John Norman (from June 2007)

Members: Ralph Gurr

Tony McKenny (until Oct 2007)

Michael Coldham (until June 2007)

Mike Meredith (from March 2007)

Management Committee meetings:

The OCA Board met on the following dates:

- ◆ 14 February 2007
- ◆ 19th April 2007
- ◆ 20th June 2007
- ◆ 9th October 2007
- ◆ 14th December 2007

Meeting Attendance Record 2007

Gordon Duff	3
Paul Fry	4
Ralph Gurr	4
Kathy Kingsford	5
Mike Meredith	2
Tony McKenny	3
John Norman	5
Ken Pullen	3
Don Hamley	1
Michael Coldham	1

President's Report

2007 was the fifth year of operation of the Outdoor Council of Australia. Despite a number of challenges, there have also been some achievements.

The current goals for the organisation focus on the provision of basic services and infrastructure to establish a sound base for the future evolution of the organisation. As a result, the goals for 2007 were simple, straightforward and manageable. The key activities focussed on the five objectives of the organisation:

- ◆ Representation
- ◆ Advocacy
- ◆ Influence on Resource Management
- ◆ Quality
- ◆ Research

Representation

- ◆ The OCA was represented on *Service Skills Australia's* Sport and Recreation Industry Advisory Committee by Kathy Kingsford, who provided input on vocational education and training matters relevant to the outdoor community. Late in 2007, the OCA was asked to facilitate the addition of a national employer representative on the Committee and the Outdoor Education Group subsequently joined.
- ◆ Kathy Kingsford also maintained input into the review of the Sport and Recreation Training Packages by representing OCA on the *National Industry Reference Group*.
- ◆ Gordon Duff represented the OCA on the *Standards Australia Committee SF-047 Artificial Climbing Structures*. The OCA also prepared a response to the draft Standard and, through its networks, encouraged relevant industry stakeholders to also respond.

- ◆ Members of the OCA Management Committee continued to represent and promote OCA activities whilst at other *industry events* (eg. the President delivered the keynote at the Outdoors WA State Conference).
- ◆ 2 *newsletters* were distributed to members (and to their members) to provide an update on OCA activities.
- ◆ 2 organisations applied for *membership* of the OCA in 2007: Mountain Bike Australia and Guides Australia.

Advocacy

- ◆ Members of the OCA Management Committee continued in their efforts, both on behalf of the OCA and in their various capacities and involvements in organisations at a state and national level, to *advocate for outdoor recreation and the benefits* that it can achieve.
- ◆ OCA commenced work on the planning for a *National Outdoor Summit* of national organisations in 2008 to address a range of issues, including lack of representation at the Federal Government level.

Influence on Resource Management

- ◆ Individual OCA Management Committee members continue to *liaise with State land managers*, highlighting the benefits of the National Outdoor Leader Registration Scheme (NOLRS), accreditation and the Adventure Activity Standards.

Quality

- ♦ The UK concept of *Accredited Practitioner, Institute of Outdoor Learning* (APIOL) was piloted in Western Australia in 2007 with the support and endorsement of OCA. Four outdoor leaders commenced the self evaluation and peer review process.
- ♦ OCA finalised the *review of the National Outdoor Leader Registration Scheme* (NOLRS) after assessing the input provided by industry on the draft material. A project officer was commissioned to complete the review and finalise the new NOLRS material. NOLRS version 2 is characterised by:
 - A number of new activity areas;
 - Removal of some knowledge and skills requirements (or competencies) from the requirements for some activities or Registration Levels;
 - Additional Registration Levels for some activity areas (eg. Instructor Registration Levels for bushwalking);
 - Introduction of a range of 'Restricted Guide' Registration Levels;
 - Access to the Scheme from a range of training outcomes including the tertiary sector and commercial and not-for-profit training providers;
 - Introduction of the concept of NOLRS Partnered Assessment Providers;
 - Clarification of 'currency requirements' for leaders entering the Scheme;
 - Recognition within NOLRS of "experienced" leaders (who have operated for more than six years at a particular Registration Level);
 - Addition of minimum experience requirements for newly graduated leaders;
 - Revised re-registration requirements.

2007 also saw the establishment of a NOLRS National Office (based in Western Australia), with associated infrastructure such as email, phone, "1800" number, etc.

Research

The *Australian Journal of Outdoor Education* (AJOE) continues to provide a very respected product which enhances the reputation of the OCA. Its circulation both within Australia and internationally grew during 2007. The considerable efforts of Glyn Thomas and his publishing team at Latrobe University, Bendigo are to be acknowledged for their ongoing tireless efforts in this area.

In November 2007 Service Skills Australia sponsored an *Outdoor Recreation 'Think Tank'* to identify significant issues impacting upon the industry in Australia. The OCA provided input via its Management Committee and members.

Following on from the Think Tank the OCA, in conjunction with other state and national organisations, commissioned the *Outdoor Adventure Activity Benefits Catalogue project* to provide the industry with a concise report which identifies evidence-based research that addresses the value of outdoor adventure activities and quantifies their benefit (either from a health, community, educational, environmental, personal development and/or tourism perspective). The project is due for completion in April 2008.

2007 saw the *National Outdoor Education Conference* convened in Victoria. A separate pre Conference Risk Management workshop was also well attended.

OCA Governance

The OCA Management Committee undertook significant *strategic planning* in 2007. A new Strategic Plan will be finalised in the

future, taking into account the outcomes of the 2008 National Outdoor Summit.

The OCA Management Committee continued to manage the *finances* of the organisation and complete all other necessary requirements of an Incorporated Association. The OCA Management Committee was assisted in these tasks by the OCA Treasurer, Ken Pullen and subsequently Paul Fry, and by the administration assistance provided under contract by the Queensland Outdoor Recreation Federation. The OCA is yet to establish a secure funding model and therefore continues to rely on membership fees and income from the NOLRS and the AJOE. This remains a key challenge for the organisation.

Unfortunately, Ken Pullen, Don Hamley, Michael Coldham and Tony McKenny resigned from the Management Committee throughout the year and we thank them for their efforts.

OCA's achievements in 2007 have occurred as a result of the combined effort of the OCA Management Committee, OCA national members and the representatives of the state/territory outdoor recreation associations and all should be commended on their enthusiasm and hard work.



Kathy Kingsford
April 2008

OUTDOOR COUNCIL OF AUSTRALIA INCORPORATED

FINANCIAL REPORT

FOR YEAR

ENDED 31 DECEMBER 2007

OUTDOOR COUNCIL OF AUSTRALIA INC
INCOME AND EXPENDITURE STATEMENT
FOR YEAR ENDED 31 DECEMBER 2007

	2007	2006
	\$	\$
Income		
Interest	1229	1064
Members Subscriptions	5334	5250
National Outdoor Leadership Registration	1750	1643
Sales	50	960
Sponsorship	250	250
Subscriptions – Australian Journal of Outdoor Education	18689	28695
Sundry Income	<u>14</u>	<u>0</u>
Total Income	<u>27316</u>	<u>37862</u>
Expenditure		
Accounting & Audit Fees	250	250
Administration Fees	1241	1850
Bank and Credit Card Charges	99	83
Consultants	0	1522
Depreciation - Note 6	0	0
Insurance	1484	1538
Internet Expenses	0	199
Australian Journal of Outdoor Education – Note 2	12246	17522
Meeting Expenses	625	1469
Printing, postage, stationery & software	252	496
Project Development – Note 3	4280	0
Publications for Sale	0	522
Travelling expenses	<u>2042</u>	<u>1533</u>
Total Expenses	<u>22519</u>	<u>26984</u>
Operating Surplus	<u>4797</u>	<u>10878</u>

OUTDOOR COUNCIL OF AUSTRALIA INC

BALANCE SHEET

AS AT 31 DECEMBER 2007

	Note	2007 \$	2006 \$
Members' Funds			
Balance 1 January		37228	26350
Surplus		<u>4797</u>	<u>10878</u>
		<u>42025</u>	<u>37228</u>
Represented by			
Current Assets			
Cash	4	22449	19356
Receivables	5	<u>18573</u>	<u>9262</u>
Total Current Assets		<u>41022</u>	<u>28618</u>
Non Current Assets			
Intellectual Property	6	22000	15000
Accumulated Depreciation		<u>(5000)</u>	<u>(5000)</u>
Total Non Current Assets		<u>17000</u>	<u>10000</u>
Total Assets		<u>58022</u>	<u>38618</u>
Current Liabilities			
Advance Subscriptions to Australian Journal of Outdoor Education		2361	1390
Advance Subscriptions for Benefits Project		<u>13636</u>	<u>0</u>
		<u>15997</u>	<u>1390</u>
Total Liabilities		<u>15997</u>	<u>1390</u>
Net Assets		<u>42025</u>	<u>37228</u>

OUTDOOR COUNCIL OF AUSTRALIA INC

NOTES TO AND FORMING PART OF THE ACCOUNTS

FOR YEAR ENDED 31 DECEMBER 2007

Note 1. Statement of Accounting Policies

These financial statements are a special purpose financial report prepared for the members of the association to satisfy the financial reporting requirements of the Association's constitution. The Board of Management has determined that the association is not a reporting entity.

The statements have been prepared in accordance with the requirements of the Association's constitution, and the accounting principles and methods prescribed by Australian Accounting Standards.

Note 2. Australian Journal of Outdoor Education - \$12246

The Expenses of publishing and distributing the Journal were-

	\$
Editing	4800
Postage	637
Printing	<u>6809</u>
	<u>12246</u>

Note 3. Project Development - \$4280.00

Expenditure was made on the following projects

	\$
Preparation of Strategic Paper	2975
Preparation for National Summit and cycling Under the National Outdoor Leader Registration Scheme	<u>1305</u>
	<u>4280</u>

Note 4. Cash - \$19356

	2007	2006
	\$	\$
Cash at bank	1688	(182)
Cash Management	<u>20761</u>	<u>19538</u>
	<u>22449</u>	<u>19356</u>

Note 5. Receivables - \$18573

	2007	2006
	\$	\$
Trade Debtors	18573	9238
GST receivable	<u>0</u>	<u>24</u>
	<u>18573</u>	<u>9262</u>

Note 6. Intellectual Property - \$22000

The National Outdoor Leader Registration Scheme was developed by the Queensland Outdoor Recreation Federation. Ownership of the scheme now vests with the Outdoor Council of Australia. The property was depreciated by \$5000 in 2005, which represents a depreciation rate of 33 1/3% on a straight line basis. The property was not further amortised in 2006 or 2007. Further development of the scheme in 2007 increased its value by \$7000.

OUTDOOR COUNCIL OF AUSTRALIA INCORPORATED

STATEMENT BY OFFICERS

FOR YEAR ENDED 31 DECEMBER 2007

The Association is not a reporting entity because of, in the office bearers' opinion there is unlikely to exist users who are able to command the preparation of reports tailored so as to satisfy specifically all their information needs. These accounts are, therefore, a "Special Purpose Financial Report".

The Association does not fall within the definition of a Reporting Entity.

In our opinion,

- (a) the accompanying balance sheet, statement of Income and Expenditure and Notes thereto are properly drawn up so as to give a true and fair view of the financial affairs of the Outdoor Council of Australia Incorporated for the year ended 31 December 2007.
- (b) There are reasonable grounds to believe the Outdoor Council of Australia Incorporated will be able to pay its debts as and when they fall due.

President

Treasurer

***Independent Audit Report
to the Members of
Outdoor Council of Australia Incorporated***

To the Members:

Scope

I have audited the financial statements, being a special purpose financial report comprising the Income & Expenditure Statement, balance Sheet and notes to and forming part of the accounts of the Outdoor Council of Australia for the year ended 31 December 2007. The Council's Board of Management is responsible for the financial report and have determined that the accounting policies are appropriate to meet the needs of the Council's constitution and the needs of the members. I have conducted an independent audit of these financial statements in order to express an opinion on them to members of the Outdoor Council of Australia. No opinion is expressed as to whether the accounting policies used and described in Note 1 are appropriate to the needs of the members.

The financial statements have been prepared for the purpose of fulfilling the requirements of the Council's constitution. I disclaim any assumption of responsibility for any reliance on this report or on the financial statements to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

My audit has been conducted in accordance with Australian Auditing Standards. My procedures included examination of evidence supporting the amounts and other disclosures in the financial report and the evaluation of significant accounting estimates. These procedures have been undertaken to form an opinion whether, in all material respect, the financial statements are presented fairly in accordance with the accounting policies described in Note 1 to the financial statements.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, the financial statements present fairly in accordance with the accounting policies described in Note 1 to the financial statements the financial position of the Outdoor Council of Australia as at 31 December 2007 and the results of its operations for the year.

Paul V Masters CPA
51 Koumala Street
Mansfield Q 4122

7 February 2008