# Scottish Orienteering Association

# Mapping Strategy

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# 1    Foreword

Maps are key to orienteering;  the SOA should play a central role in developing and maintaining a map portfolio fit for the purposes of orienteering in Scotland.  This document outlines the key elements of the SOA's approach to its map portfolio.


# 2    The SOA Mapping Strategy summary

In support of its vision and goals, the SOA will:

- Maintain a portfolio of digital maps where the copyright is owned by the SOA and the maps are deemed to be of value to the SOA
- Seek to develop the SOA copyright portfolio of maps where the opportunity matches SOA's strategic direction
- Promote access to its portfolio of maps through events and training
- Maintain a preferred printing option to support the SOA member clubs

This strategy and its associated procedures will be regularly reviewed:
- In accordance with changes in the strategic direction of the SOA
- Following any changes in the technology used to support the strategy
- In all other circumstances, at least every three years.

The Operations Director is responsible for maintaining the Strategy.


# 3    SOA copyright maps

For the purposes of orienteering mapping the definition of "copyright" means: maps whose cost of production was met by SOA or the 6 Day Company.  They may be printed or otherwise used only with the express agreement of the SOA;  the electronic map file remains under the control of SOA.  The current list of SOA copyright maps is available on the SOA website and in printed copy on request from the National Orienteering Centre.

## 3.1    Transfer of Copyright to member clubs

The SOA will actively encourage member clubs to take over the copyright and therefore management of individual maps within its portfolio where the following conditions apply:
- The local club is in a better position to manage the ongoing maintenance of the map
- There is no financial benefit to SOA members in the copyright remaining with the SOA
- The local club agrees to make the map available in the future for SOA Regional and National events at no charge
- The local club agrees to charge copyright usage to other SOA clubs at a charge no greater than the SOA copyright charge.
- If an SOA map is transferred to a club, the club holds the responsibility for updating it if the map is required. If the map requires updating, and the club will not fund the update, the copyright should be passed back to the SOA.

Clubs interested in taking over copyright of any SOA map must make a formal request (written or e-mailed) to the SOA Operations Director, for consideration by the SOA Board.

### 3.2 Portfolio growth

SOA will seek to increase its portfolio of **c**opyright maps:
- where it intends to develop orienteering in areas without established clubs
- where the existence of the map is beneficial to the SOA and any of the following apply:
  - the map cannot be maintained by local clubs
  - the map is only of use for SOA activities, or would benefit squad development, or coaching
  - there is a perceived financial gain in mapping an area which cannot be realised by a local club

## 4 Updates to SOA Maps

Maps in the SOA portfolio will be categorised A to C according to their usefulness and accessibility for training and competition. Category A maps will be subject to annual review by a professional mapper (to whom the annual review contract would be awarded); Category B maps will be monitored and updated as required, prompted by an intention to use the area for major competition, and/or the requirement to reflect significant changes eg. felling. In the interim, minor updates might be applied by part-time mappers. Category C maps will not normally be updated.

## 5 Map storage and security

Paper copies are not kept; master copies of OCAD files are held by Stirling Surveys, with backup copies held at the National Orienteering Centre. The OCAD files shall be held securely, and released only as authorised.

## 6 Map use and printing

The SOA will promote access to its portfolio of maps as a revenue stream, and to promote events and training. Maps for events shall generally be printed by Stirling Surveys. For coaching/training activities, clubs might choose to print maps locally.

### 6.1 Preferred printing option for the SOA member clubs

The SOA will maintain a printing service to clubs, managed through Stirling Surveys, with limited printing capability existing at the National Orienteering Centre. The cost of the service will be controlled by the SOA Board.

Stirling Surveys will maintain standard SOA templates, and provide limited advice to SOA members.