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Supported by



Board of Directors Report – Final

Report of the Board of Directors meeting held at Motorcycling Australia offices, 147 Montague Street, South Melbourne on Wednesday 20th November 2013.

PRESENT: Stephen Foody President
Ray Jonkers Vice President
Bob Kershaw Director
Lyal Allen Director
Lynn Long Director
David White CEO

In Attendance: Tina Alderman Personal Assistant

Partial Attendance: Claire Laurence Risk Compliance Manager
Yarrive Konsky IEG

Apologies: Nil

| item No. | Issue | Raised By | Recommended / Proposed Action | Decision | Action Taken | Lead | Action Date |
|----------|-------------------------|-----------|---|-----------|--------------|------|-------------|
| BR2577 | Welcome / Apologies | SF | The President welcomed those present and declared the meeting open. | Received. | - | - | - |
| BR2578 | Barrabool update | SF | President gave verbal update on Barrabool and the meeting held with SMCC members. | Received. | - | - | - |
| BR2579 | Confirmation of minutes | SF | The minutes of the 17 th October 2013 Board meeting were received. | Received. | - | - | - |

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| BR2580 | Business Arising: Discussion on IEG / Superbikes and Supercross | BA | Email presented to the Board. Meeting was held with Y Konsky on the 16 th October at 7.00pm | Board resolved there will be one class for superbikes. That class will be determined in consultation with the Road Race Commission by the end of October 2013. Board resolved to enter into negotiations with IEG to come to a resolution. CEO to draft response to Y Konsky on all matters raised. | This was carried over until 21/11/13 when a decision was made. Board resolved to continue negotiations with IEG for the 2014 and 2015 ASBK Championship. | CEO & Board | closed |
| BR2581 | Business Arising Junior Coaching 3.8 (MNSW revised proposal) | BA | Revised Junior Coaching 3.8 proposal provided. | Board resolved Coaching Committee be formed. It was recommended a professional coach and a club coach be on the Committee. CEO to make contact with Lee Hogan to request his involvement in the Coaching Committee. CEO to contact states to enquire what is currently being done in each state. 17/07/ 13 Minutes to be circulated to the Board. 20/08/13 Minutes to be circulated to the Board. 20/11/13 Board requests copy of minutes in monthly Board agendas. | S. Gall, K. Rowcliffe and D. Gatt have agreed to participate. NDO to coordinate. 12/06/13 Item progressing. National Coaching Committee meeting being held on 13-14 June. 11/09/13 Junior Coaching Committee Minutes were circulated to the Board by PA on the 23 rd August. 17/10/13 Next JCC meeting is being held on the 8 th November 2013 20/11/13 no update | NDO | On going |
| BR2582 | Business Arising: Succession Plan | BA | Board undertakes work on producing a position specification that details the necessary skills required for a replacement CEO when our existing CEO retires. Board has deferred this item to August 2012. | Board to review in conjunction with EX6011. S Strickland sent draft to Board members. S. Strickland and CEO to review plan. Board resolved to defer the finalisation of document until the second half of the year. B. Kershaw to send additional examples of succession plan documents to S. Strickland for information. Board resolved not to | 17/04/13 Board have created a position specification which will be finalised by May 2013. Position will be externally advertised in July / August seeking applicants. Board are considering the use of a recruitment company. | R Jonkers | On going |

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| | | | | <p>circulate document at this stage but inform Presidents that a succession plan is well under way. CEO to forward succession plan to L. Long.</p> <p>17/07/13 S Strickland and B Kershaw to pursue recruitment agencies.</p> <p>11/09/13 Specialist Sports recruitment company chosen. Contractual rates currently being negotiated.</p> <p>20/11/13 Board approved recommendation process put forward by R Jonkers. R Jonkers to engage recruitment company and forward process to Presidents.</p> | <p>20/08/13 Board are progressing item.</p> <p>11/09/13 Job specification completed. Position will be advertised through Sports people recruitment agency in November/ December. Interviews to be conducted in January / February 2014.</p> <p>17/10/13 R Jonkers to take the lead.</p> | | |
| BR2583 | Business Arising: Item for Decision: Come and Try Day licences under practice permits | BA & A Weiss | <p>Recommendation: That the Board approves for C&T licenses to be used for first time participants under any practice permit. - Each club would need to keep a register / log of participants so that there is no abusing the system – C&T licenses under practice permits should be for FIRST TIME riders only.</p> <ul style="list-style-type: none"> • Triplicates from the C&T licence will be sent to the SCB, who will also register names on a spreadsheet to record who has used this. • Anyone or club found to be flouting the fact that it is free for first timers only will no longer be allowed to be part of the scheme. | 12/06/2013 Board resolved MV to provide an operation plan to conduct a trial and supply conversion rate data Operation Plan to be provided by June. Trial to commence in July and report data back to the Board by December's Board meeting. | <p>17/07/13 no update 20/08/13 no update 11/09/13 P Bray advised he couldn't find any correspondence on this item and asked the dates to be changed as follows</p> <ol style="list-style-type: none"> 1. Trial – September 2. Operational Plan – October 3. Report Data – December. <p>Board approved request.</p> | CEO and MV | December 2013 |
| BR2584 | Business Arising: Item for Decision | BA | A request for exemption to the ruling on Quad capacity has been | Board resolved CEO to request commission to review their position and | 20/08/13 No update | CEO | closed |

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| | Quad Exemption – Australasian Safari | | <p>requested by Justin Hunt. He wishes to run Quads up to 1000cc as he has had interest from several competitors who wish to compete on a machine up to this capacity.</p> <p>Advice has been sought from both Commissions (Enduro and Quad) who have provided their recommendation in the document attached.</p> | <p>liaise with industry on this issue. Commission needs to take into account the Federal Government is currently conducting an investigation into Quad bike safety. S Strickland to draft response and send to CEO.</p> <p>11/09/13 CEO to introduce D Knight to Ryhs Griffiths (FCAI)</p> <p>17/10/13 CEO to make further contact.</p> | <p>11/09/13 CEO briefly contacted Quad Commission.</p> <p>20/11/13 Board declined exemption refer Quad commission minutes item number QC171, QC172 & QC173</p> | | |
| BR2585 | Business Arising: Item for Decision: Proposal for an amendment to the MoMS | C Price | <p>ADD to GCR's</p> <p>2.5.11 Fuel Testing Officer.</p> <p>2.5.11.1 Fuel Testing Officers are licenced after completion of an approved Fuel Testing Seminar or the principles and the instruments to be used.</p> <p>2.5.11.2 Fuel Testing may be carried out at any competition meeting other than FIM World Championship or Trophy event.</p> <p>2.5.11.3 A Fuel Testing Officer is a Judge of Fact.</p> | <p>Board has resolved to forward proposed rule change to all commissions for comment. Comments to be received by 21st September 2013. To be considered at Octobers Board meeting. Board requires further information from Christopher Price on the opportunity to conduct a second test. Board is considering this item in the interest of fair competition and the apparent non availability of a competitively priced laboratory to undertake fuel testing.</p> | <p>17/10/13 Addressed in items for decision as follows: Feedback received from commissions CEO to consult with Peter Doyle</p> <p>20/11/13 no update</p> | CEO | December 2013 |
| BR2586 | Business Arising: Database Presentation | R Gill | <p>R Gill presented the final two proposals from CRM and SMA. The Database Committee recommendation is to appoint Sports Marketing Australia to develop a database, membership management and event management solution for Motorcycling Australia and State Controlling Bodies. In approving the appointment the Board would approve the development in 2 stages.</p> <p>1. A scoping stage, and upon acceptance of scope by the committee,</p> | <p>Board resolved R Gill to obtain advice from references supplied by both SMA and CRM. Board resolved to seek an independent report each from the MFA, DRC and SEC. Board resolved to request a report from Blue Zoo on CRM and SMA. Board resolved consideration needs to be given to employ an IT person on a cost sharing basis.</p> | <p>17/10/13 Reports sent to the Board via email on the 27/09/13. Board made decision waiting on SCB's response.</p> <p>20/11/13 R Gill resigned from the Database committee. P Bray has been appointed his replacement.</p> <p>20/11/13 Strategic Forum directed contractual arrangements with SMA commence.</p> | MFA & SEC | December 2013 |

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| | | | 2. Development of the accepted scope. | | | | |
| BR2587 | Business Arising: FCAI | | <p>Rhys Griffiths attended the meeting to discuss the following items</p> <ol style="list-style-type: none"> 1. MA competition license increases and declines. Any co-relationship with retail sales to be explored via mutual cooperation. 2. Better understanding between FCAI and MA regarding recreational motorcycle facilities and the pressures being experienced by venues from urban expansion. How politically active are manufactures? Are there opportunities for a united approach between sport, distributors and retailers for retention of land for motorcycle recreational use? What relationship does the FCAI have with the retailers' National association? 3. Do manufacturers/ distributors want a structured relationship with MA to cover technical rules and regulations? If so how should it be undertaken? 4. Is it the intention of FCAI to meet regularly with MA to discuss motorcycle competition activities? If so how often and what specific areas should be included in the discussions? <p>Rhys Griffiths presented figures collected from manufacturers on the sales of motorcycles and presented feedback received on the performance of MA.</p> | <p>Board resolved DRC to investigate the information presented on sales of motorcycles and the coalition between MA licences on a quarterly, and region basis.</p> <p>Board resolved MA need to take the initiative to write to manufacturers to gain information on any new classes that may be introduced.</p> <p>Board resolved to meet with the FCAI on a needs basis and requested Rhys Griffiths attend the November Board meeting.</p> <p>CEO to send graph showing the comparison between MA licences and the sales of motorcycles to Rhys Griffiths.</p> <p>DRC to maintain the relationship between FCAI and MA.</p> <p>20/11/2013 Board resolved to continue to keep communication open with the FCAI. Remove from Business Arising.</p> | 17/10/13 Graph sent to R Griffiths. CEO to liaise with R Griffiths on data. | CEO | closed |
| BR2588 | Business Arising: Item for Discussion: | CEO | Advice received from Landers & Rogers outlining summary of VCATs decision. A directors | Board resolved MA's immediate position is to hold onto the Barabool property in the short term, with the view | 17/10/13 Meeting took place with SMCC members on the 16 th October. | RCM | December 2013 |

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| | Advice from Landers & Rogers | | hearing will be taking place on the 18 th October. CEO requested representation at the hearing. | <p>that an exit strategy be put in place for the medium to long term future subject to the Surf Coast Shire and Government assisting MA in finding an alternative venue for motorcycling activity in the region.</p> <p>MA will abide by the VCAT determination and work with council.</p> <p>MA to request an extension to abide by VCAT's decision. MA to request a planning permit for the existing toilet block.</p> <p>MA to be represented at the Directors hearing on the 18th October at minimal costs.</p> <p>RCM to write to MV requesting them not to issue any further permits to SMCC as they are in breach of their contract with MA by not paying their rent.</p> <p>RCM to request permit numbers for activities and events from MV.</p> <p>RCM to arrange meeting with Surf Coast Shire to arrange the above recommendations. An agreement to be made with the SCS on noise and usage rights.</p> <p>PA to arrange meeting with SMCC members and the MA Board for the 16th October at MA offices 5.00pm to 7.00pm. SMCC to provide the agenda by 30th September 2013.</p> <p>20/11/13 RCM to write to MV and request official numbers of competitors, these should be readily available from their steward reports, otherwise reports appear to be incomplete.</p> | <p>MA acknowledge email received from Lyn George (Barrabool Protection Group)</p> <p>RCM advised as follows: MV advised that under the bulk permit system clubs no longer have to pay a rider levy – as such no rider levies have been received. With exception to the above, a Club event was run by SMCC on 16 June 2013 where \$330 was received in rider levies.</p> <p>RCM contacted MV who advised that Barrabool clubs have purchased bulk permits and therefore cannot advise us of rider numbers. RCM understands through discussions with Barbara from MV is that they are unable to cancel the permits as they have been purchased in bulk. RCM left message with Paul Bray to discuss this further.</p> | | |
| BR2589 | Business Arising: Item for Decision: Racesafe funding | CEO | For many years Racesafe has been substantially funded by Suzuki with other income received | Board resolved CEO to approach MAIL and race teams re: funding model | 17/10/13 CEO has raised preliminary discussions with MAIL. | CEO | ongoing |

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| | | | from promoters of events and a levy on participants. Suzuki significantly reduced its funding to Racesafe this year and cannot guarantee ongoing funding for 2014. Decision required: Do we assist Racesafe for the remainder of this year. Do I continue to work towards a funding model for Racesafe to continue for 2014 and beyond? | | 20/11/13 progressing | | |
| BR2590 | Business Arising: Strategic Plan | | Discussion took place on Track Markers, De Nations clothing and realigning some initiatives on the strategic plan. | Re: Item 8 Board resolved S Foody to contact Sian re: MX De Nations clothing. CEO to investigate manufacturers of track markers. B Kershaw and DRC to discuss realigning some initiatives of strategic plan. 20/11/13 Remove from Business Arising | 17/10/13 S Foody has been in contact with Sian. CEO investigating the manufacturing of track markers. B Kershaw and DRC currently realigning Strategic plan initiatives | S Foody & CEO & B Kershaw & DRC | closed |
| BR2591 | Business Arising: Item for Decision: Finalising MX Commission minutes | MX | MX Minutes presented. | Board resolved DRC to organise teleconference with Motocross Commission to finalise minutes. | 20/11/13 Minutes have been finalised and uploaded to website | - | closed |
| BR2592 | Business Arising: Item for Discussion: Broadford Bonanza | CEO | MV Board letter presented with terms of contract. | Board resolved President S Foody to liaise with MV President on contractual terms. | 20/11/13 President contacted MV President and was advised the original amount in terms of contract were for hire of venue only and did not include permit fees. Matter considered closed | S Foody | closed |
| BR2593 | CEO Report | CEO | Verbal report provided by CEO covering the following: <ul style="list-style-type: none"> • Barrabool • Insurance renewal should be finalised by end of November 2013 • Meeting with Julianne Randell this week. | CEO to send written report to Board members. | - | CEO | 29 th November 2013 |

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| BR2594 | Financial Reports Report Finance and Administration Manager | MFA | <p>The following reports were submitted to the Board for review:</p> <ul style="list-style-type: none"> • YTD Profit & Loss with Budget Analysis to October 2013, with Annual Budget & Last Year Actuals • Income and Expenditure Graphs to 31 October with Annual Budget • Balance Sheet as at 31 October • Bank Reconciliation at 31 October • Accounts Payable/Receivables as at October 2013. • Budget 2014 draft | <p>Board to review budget. Board questioned receivables from Kurri Kurri still not paid, no permits should be issued until payments made. Board questioned what the Historical balance was. MFA to request from auditors.</p> | - | Board & MFA | December 2013 |
| BR2595 | Report – Risk & Compliance Manager | RCM | RCM provided written and verbal report and advised the new President of SMCC was Gary Adams. | Received. | - | - | - |
| BR2596 | Item for Decision: Board Director vacancy | Strategic Forum | President advised the Strategic Forum the Board will discuss the replacement of the Directors position at Novembers Board meeting | Board are considering options and will proceed with due diligence. The appointment will be made in due course. | - | Board | On going |
| BR2597 | Item for Decision: Forum propose club licences be terminated | Strategic Forum | All Councilors and Managers agree that club licences should be terminated and ask the Board to do so. | Board approved recommendation to terminate club licences this will take effect from January 1st 2014. | - | DRC | Jan 1 2014 |
| BR2598 | Item for Decision: Track side officials induction & compulsory riders briefing and site induction document | RCM | <p>Revision to existing Compulsory Riders Briefing document created by Ray Newland at request of State Managers and other stakeholders. Creation of Track Side Officials Induction document.</p> | <p>Board approved with the suggested change of wording clerk of course or as delegated by clerk of course to appointed official. Rationale: Time management issues.</p> | - | RCM | November 2013 |

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| | | | MA to implement upon Board endorsement. It is recommended that the Clerk of Course (or Referee) complete the necessary sections within the documents and forward the document to the Relevant Controlling Body with event documentation. | | | | |
| BR2599 | Item for Decision: Policy statement MA Health and Safety | RCM | Revision to existing Occupational Health and Safety Policy. It is recommended that the Occupational Health and Safety Policy be renamed as a Policy Statement – MA Health and Safety. | Board approved. | - | RCM | November 2013 |
| BR2600 | Item for Decision: Policy Statement Pregnancy in Motorcycle Sport | RCM | Creation of Pregnancy in Motorcycle Sport policy statement as identified by the by the Australian Sports Commission and Sports Medicine Australia. A template has been utilised by several National Sporting Organisations (Australia Rugby Union, Surf Life Saving Australia etc) regarding this topic. | Board approved with the following changes to documents. Delete item A on the riders form. Change wording to item 7.2 on policy regarding when this form should be used. | - | RCM | December 2013 |
| BR2601 | Item for Decision: Commission applications | PA | The following nominations have been received for Road Race C Gary Bleazby <ul style="list-style-type: none"> • Tim Hewitt • David Catchpole • Phil Tainton Motocross / Supercross <ul style="list-style-type: none"> • Graeme Baynes Speedway <ul style="list-style-type: none"> • Ivan Golding • Jason Crump Women's | Board has requested SCB Managers to endorse applications received by the 1st December. Form needs to be amended to include SCB's comment. Board approves the staggering times for the Quad Commission as follows: Chairman Darrell Knight for 3 years, Len Picicello for 2 years and Martin Stone for 1 year effective 1st January 2014 Board approved reappointment of Graeme Baynes to the Motocross Supercross commission for a 3 year | | PA | 1st December 2013 |

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| | | | <ul style="list-style-type: none"> • Christine Knee • Kerry Marsh Historic RR <ul style="list-style-type: none"> • John Simms • Ken Horner • Tim Hewitt Classic MX & Classic DT <ul style="list-style-type: none"> • Kevin Mortimer • Shane Fraser Dirt Track, Track, Supermotto <ul style="list-style-type: none"> • Peter Baker • Keith Davies Moto Trials <ul style="list-style-type: none"> • George Lewis • Robert McGlinchy • Kevin Zarczynski <p>Quad commission requires staggered time periods to existing members, Darrell Knight, Len Pipicello and Martin Stone.</p> | <p>appointment effective 1st January 2014.</p> <p>Board resolved to re advertise vacant positions for Junior Development & Enduro Commission.</p> | | | |
| BR2602 | Item for Decision: Feedback received on JO744 | PA | Re: Amendment to rule 26.3. Commission agreed in principle. Board requested SCB Managers feedback. | Board does not approve the changes to item JO744 rule 26.3. Rationale: After consideration of feedback received from the states this was viewed as being a negative step. | - | DRC | December 2013 |
| BR2603 | Item for Decision: Committee seeks Board approval on position description and the appointment of a National Coaching Director | DRC | Committee recommends the appointment of a National Coaching Director to be funded by standard funding model: MA first 20%, remaining 80% from states. Appointment date 1 st February 2014. | Board has approved position description and the appointment of a National Coaching Director. Proposed funding model may not be accepted by the states. A funding model to be developed by the Presidents (SCBs). | - | President | December 2013 |

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| BR2604 | Item for Decision: 2014 Australian Women's Motocross Championship | SEC | The cancellation of this year's Women's MX Championship highlights the need to readdress the feasibility of a standalone MX Championship for female riders. SEC recommends the Board approach WEM to run the 2014 Australian Women's Motocross Championship in conjunction with the MX Nationals. | The newly appointed Women's Commission is to develop a concept for a standalone event for 2015 onwards. | - | SEC | December 2013 |
| BR2605 | Item for Decision: ASBK | SF | Discussion took place on the future of ASBK. | Board resolved to continue negotiations with IEG for the 2014 and 2015 ASBK Championship. | - | CEO | November 2013 |
| BR2606 | Item for Decision: Junior Coaching Program Committee | NDO | After the resignation of D Gatt from the JCPC and in order to keep the SCB representation on the committee, the JCP committee recommends that Paul Bray (MV) become a member. | Board has approved P Bray to join the JCP Committee. | - | DRC | November 2013 |
| BR2607 | Report – Development and Rule Coordinator | DRC | Written report provided. | Received. Board approved recommendation for DRC to proceed with engaging consultant to do the numbering on the MoMs. | Information only | DRC | December 2013 |
| BR2608 | Report – Sports and Events Coordinator | SEC | Written report provided. | Received. | Information only | - | - |
| BR2609 | Licence Statistics | DRC | Written report provided. | Received. | Information only | - | - |
| BR2610 | Website Statistics | DRC | Written report provided. | Received. | Information only | - | - |
| BR2611 | MA Insurance Limited | CEO | The following reports were submitted to the Board for review: <ul style="list-style-type: none"> Cash Statement Mail for October 2013 | Received. | Information only | - | - |
| BR2612 | General Business | | Self-assessing your clubs tax status document provided for information. This document needs to be signed by the President and filled on premises. | Board approved and President signed document. | Information only | MFA | - |

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| | | | <p>NOC - Board requires updates from NDO monthly along with any NOC meeting minutes.</p> <p>President suggested a rules consultant / committee should be formed.</p> <p>President S Foody will be having a Strategic Plan meeting at 9.00am on the 20th December with MFA. All Board members are welcome to participate.</p> | <p>-</p> <p>To be addressed as an item for decision at Decembers Board meeting.</p> <p>Information only</p> | | <p>NDO</p> <p>PA</p> <p>President</p> | <p>December 2013</p> <p>December 2013</p> <p>20th December 2013</p> |
| | Meeting closed at 4.30pm | | | | | | |

Next Board meeting will be on the 19th December 2013.

Distribution:

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