



WAMBA Committee Meeting 5-2014

Date: 2nd September 2014

Time Start: 18:30

Location: DSR, Leederville

Attendees:

- Louise Wallace
- Jodie Stembridge
- Marilena Stimpfl
- Danielle Stone (DPaW)
- Dave Willcox
- Clint Shaw (Westcycle)
- Sarah Smith (Westcycle)
- Ian Humphries
- John Roberts
- Ashley Genefaas
- Phil Wilson
- Sam Russell
- Margaret McIlroy
- Mark Wardle (Rock n Roll)

Agenda:

1. Apologies.....	2
2. DSR & WestCycle Update.....	3
3. Minutes from Previous Meeting	3
4. Treasurer’s Report	3
5. Election of Vice President	4
6. DPaW Update.....	4
7. BWA/ WAMBA Insurance Package	5
8. WA Mountain Bike Strategy Update.....	5
9. SW Master Plan Update	5
10. Perth – Peel Master Plan Update.....	6
11. Manning Upland Mountain Bike Strategy.....	6
12. Murray Valley and Tom’s Crossing Trail Planning.....	6
13. Pump Track, City of Nedlands	6
14. DPaW Mountain Bike Working Group & Code of Conduct Update.....	7
15. WA State Trails and Outdoor Conference.....	7
16. Recruiting Skilled Volunteers Workshop	8
17. IMBA “Take a Kid Mountain Biking” Day	8
18. High Performance Juniors Pathway Initiative.....	8
19. Gunjin Works.....	8
20. Grant from Awesome Foundation	9
21. Race Calendar Update.....	9
22. AOB	9

1. Apologies

The following apologies were received by email:

- Lindsay Alsop
- Chris Idle (Albany)
- Jake Hannah
- Bec Swan (Geraldton)
- Nigel Wade
- John Wallace (Collie)
- Kyra Eddy

2. DSR & WestCycle Update

From Clint Brown:

Shared services model – WestCycle provides a service delivery to membership of sports. DSR still controls sports bodies, and has a 3 year agreement with WC for \$470k pa. The funding allocation is split between disciplines and will likely change year by year – WAMBA is receiving \$40k this year. Sarah Smith our go-to person at WC.

WAMBA needs to discuss and formalise a MOU with WC around how we want to spend \$\$\$ and how they can support us. Considerations include how hourly rate of Sarah will be spent and when it comes into play – the position of MTB develop officer gone, but we now have access to others within WC to use their relevant skill sets. WAMBA need to look at the schedule and SOW around projects and tasks for spending the \$40k.

Haven't been able to leverage off funding in past. The more WAMBA can demonstrate to govt that we are organised and coordinated, more likely we will be able to access more funding. Having a strategic plan will go a long way in this direction.

From Louise Wallace:

Week starting 15 September, she has a meeting with Colin to discuss the WAMBA strategy before preparing the first draft.

3. Minutes from Previous Meeting

The minutes from 29th July were accepted as accurate and all actions had been completed, except:

Action: Jodie to find out from Lindsay if he's also resigned from the general committee.

Action: Jodie to find out if there was a training video about how to maintain a website using Joomla.

Action: Louise to send email out to committee about questions they want put onto website FAQs.

4. Treasurer's Report

From Nigel Wade:

Balance at 94th July 2014: **\$63,028.03**

Balance at 2nd September 2014: **\$62,806.56**

Received cash from:

- Memberships
- Awesome grant \$1,000

Spent cash on:

- SWMTBC slush grant \$1,000
- Trailer rego \$100
- Facebook ads \$131.47
- Banking tokens \$40

Awaiting cash from:

- LotteryWest for green trails \$13,750
- LotteryWest Gunjin GST

We owe:

- KMBC green trail works \$24,580
- Remainder of slush grants \$1,000

5. Election of Vice President

With Lindsay Alsop standing down as Vice President, a replacement was voted in. Two people put their names forward for nomination – Jimmy Lobegeiger and Marilena Stimpfl.

Jimmy Lobegeiger – has been an active member of PMBC since 1994, is a past WAMBA president, and currently on the DPaW MTB working group; he is heavily involved in trail maintenance and a strong interest in junior development.

Marilena Stimpfl – been in Australia for 10 years (3 in WA), riding bikes on and off for the better part of her life, has a strong business and marketing background and is looking forward to maintaining our good relations with other trail users and expanding the place of bikes on the trails.

Jimmy was unavailable to attend the meeting, so Jodie read out his nomination. Marilena gave a short speech. Discussion revolved around what the role of VP should entail / position descriptions for appointed officers to be considered – should wait until Colin finishes the constitution.

The committee voted in Marilena as WAMBA's new Vice President, with Jimmy given a role around junior development.

Action: Danielle to send Jodie templates for position descriptions. Send out to committee as a resource (include on website).

6. DPaW Update

From Danielle Stone:

Danielle gave an overview of how Parks and Wildlife is structured as it is understood that it can be confusing at times for community members to know who to contact at DPaW for differing issues.

DPaW is headed up by a Director General. Under the Director General there are a number of Divisions, each which reports to a divisional director. These divisions include the Parks and Visitor Services Division, Regional and Fire Services Division, Nature Conservation Division and so on.

The Recreation and Trails Unit is part of the Parks and Visitor Services Division and based at the Head Office in Perth and report to the Director of Parks and Visitor Services. The State is split into several Parks and Wildlife Regions and many of these regions are split into Parks and Wildlife Districts. The Regional and District staff report to the Regional and Fire Services Director.

The reason Parks and Wildlife is a decentralised organisation is because of size of Western Australia and the differing landscapes, activities and management issues. Local MTB clubs and groups should speak directly with the nominated Parks and Wildlife local district staff for on ground trail,

volunteering and event queries. Policy and guideline queries can generally be directed to the Recreation and Trails Unit.

In recent meetings with Louise the idea of running a few half day trail design/maintenance workshops was discussed. The workshops would endeavour to focus on different trail issues (TTFs, drainage, design etc). Given our reduced resources these workshops would probably begin in the Perth area, however there may be opportunities to combine them with other work in South. The program is still in conceptual stage at the moment and may have the potential to be worked into an accreditation program of some sort.

Margaret queried where the trail expertise would come from. Danielle explained that Stuart Harrison and Kerstin Stender both have substantial trail planning, design and construction experience. Stuart has planned and built much of the Bibbulmun Track and Kerstin was the project leader in charge of planning, design and construction of the second half of the Munda Biddi Trail (500km). The basic principles are the same for single track mountain bike trails. Other advice would be sought for any issues we are not familiar with.

Action: Danielle to send Louise organisational chart to put onto our website as a handy reference for clubs.

7. BWA/ WAMBA Insurance Package

From Louise Wallace:

Louise was approached by BWA to talk about insurance for MTBers - could be a good revenue stream for WAMBA. MTBA vs BWA comparison on KMBC website. Work with both parties for the future. Dave Wilcox and Ian Humphries to work on this.

Action: Dave Wilcox to contact Tony Tucknell and work together to work with Shane Coppin from MTBA.

8. WA Mountain Bike Strategy Update

From Sarah Smith:

Draft plan just received from graphic designer. Will issue to the committee for comments this week. A targeted public consultation on 15th Sept or week after and will last 4 weeks. Input from MTBing community via WAMBA - promote via WestCycle, our website/ FB/ newsletter, club websites. Full launch will begin in December. WestCycle and DPaW are already starting to work to it.

9. SW Master Plan Update

From Sarah Smith:

Very close to completion. Common Ground has produced a strong document. A 4 week public consultation is scheduled at the end of Sept (staggered with strategy).

10. Perth – Peel Master Plan Update

From Sarah Smith:

Awaiting approval from Lotterywest on two applications. Their board meeting is on 18th Sept - should know outcome by the first week of Oct, then the project can hit the ground running. Reps from WAMBA, WestCycle, DSR, DPaW, local govt will be on steering committee (12 in total) - reps from all clubs within area also to be on committee. Important for clubs to input their knowledge into the process. WAMBA will approach clubs to see how they might want to put themselves forward. Terms of reference currently being drafted up.

11. Manning Upland Mountain Bike Strategy

From Sarah Smith:

The city has engaged Dave Wilcox (Common Ground) to prepare a MTB strategy for Manning Park Uplands. It will assess the feasibility of implementing a series of trails and set out a strategy on how to do this, if it is seen as a feasible idea. It is a key project, as the first sanctioned urban project, and is a direct result of Jake Hannah's presentation at an urban trail workshop last year. The inception meeting was recently held. Phil Wilson is WAMBA's rep on the steering committee, with Sarah Smith also involved. The plan will progress at same time as the Perth – Peel MP. A survey is going out (with WAMBA involvement), and there may be a public workshop. It would be a good idea to get a "Friends of Manning Park" group to evolve from this – for ongoing future maintenance work, and to help back up the project.

12. Murray Valley and Tom's Crossing Trail Planning

From Danielle Stone:

A steering group has been formed to oversee the project and includes reps from WAMBA, Peel Club and Parks and Wildlife Perth Hills District, with Sam Russell appointed as project coordinator. This project is one of the first to implement the trail development process that has been drafted as part of the WA Mountain Bike Guidelines. It will be a great test case, although because everyone is new to the process, the second stage (Framework) has been a bit slower to start.

The steering group has held one kick-start meeting to brainstorm the project framework and has attended a site visit. Sam Russell has written the draft brief; just need to input framework from the steering group. The Framework should be completed in the next couple of weeks, then it will be sent out for comment. At the moment the focus is on the Murray Valley area and surround as harvesting has been completed; the Tom's Crossing area is currently being harvested and replanted with pines. Danielle is not sure what the harvesting timelines are; Sam mentioned this will be discussed at the next steering group meeting.

13. Pump Track, City of Nedlands

From Sarah Smith:

This project is moving very slowly due to council, although they are keen to put money into it. It's a re-development of a BMX park and the council have approached WAMBA about developing it for

MTBing. We've commented on a draft project brief and sent back to council. A local member of WAMBA is keen to take active role in this project - need to bring him into the fold, so he's ready to go when funding and the brief are finalised. Ian has been to couple of meetings and could take overseeing role.

14. DPaW Mountain Bike Working Group & Code of Conduct Update

From Danielle Stone:

The text of the guidelines is around 70% drafted, and most of this has been reviewed by the Mountain Bike Working Group. The aim is to have the draft out by Nov/end of year for review by all stakeholders followed by a submission for endorsement by DPaW. The Manning Uplands, Murray Valley and Compartment 10 projects are already being used as a practical application of the guidelines – it will be good to see how well they can work. Dave asked Danielle if consultants from the eastern states will be required to follow the guidelines. The answer is yes (on Parks and Wildlife land). Following the guidelines and the trail development process ensures that decisions are documented and the land manager can show that the land they manage on behalf of the public has been used appropriately for all users.

From Sarah Smith:

The code of conduct will be part of the guidelines. Margaret did a great job of coordinating the survey and ideas from her presentation to the MTB working group (MTBWG). The code will be disseminated across the state using trailhead signs. Need to discuss how to get information out. MTBWG will look at first draft of the code, which will then go out to MTBing community.

15. WA State Trails and Outdoor Conference

From Sarah Smith:

This combined conference is the premier trails and outdoors industry event of the year and anyone involved in trails or the outdoors is encouraged to attend. Not only are there some main speakers, but there are also four streams of concurrent sessions where you can pick which talks you wish to attend. Topics this year include:

- Challenges of outdoor education
- Creative funding of trails maintenance
- A local government trails agenda
- Land use planning in the South West
- Trails master planning at Rottneest

Being held at All Saints College, Bullcreek on Friday 10th October. Registration fee is \$60. Really interesting day of talks and networking.

Action: Jodie to email the flyer out to the committee for distribution.

16. Recruiting Skilled Volunteers Workshop

From Ashley Genefaas:

Members of WAMBA recently attended a Recruiting Skilled Volunteers workshop held by Volunteering WA. It was an interesting workshop that highlighted that we're not doing enough to get volunteers involved. The only criteria we don't meet to become a member of Volunteering WA is our volunteers aren't covered by insurance.

17. IMBA "Take a Kid Mountain Biking" Day

From Louise Wallace:

This is on 5th October. Working with children checks are needed for clubs running one of these days, and they can take 6-8 weeks to process - Louise has a copy of the register template. This is a good opportunity for clubs to review their procedures, etc and ensure they are up-to-date. Westcycle has provided some advice on this and can help out with any policy/process info required.

DSR are pushing social MTBing events for October to encourage participation. It's a great opportunity for clubs as there will be a lot of media coverage. Get your events into the Outdoors WA calendar and let Sarah Smith know.

Action: Louise to email Working with Children register template out to the committee.

Action: Jodie to put a copy of the register and other info onto website, and set up a shared Dropbox folder for club documents/ resources.

Action: Marilena to organise a "Take a Kid Mountain Biking" social ride.

18. High Performance Juniors Pathway Initiative

From Louise Wallace:

Will talk to Jimmy Lobegieger about working on this project. WestCycle are seeking a representative from the committee to drive a potential WAMBA state squad pathway initiative.

Broadly, the WA Institute of Sport Developing Champions Program involves delivering a quality life skills education program to talented, young athletes through a couple of half-day or full-day workshops. WAIS and DSR are offering a program of athlete education for those who are potential WAIS scholarship recipients. It is good value and requires personal commitment, minimum administration and free. Finer details will need to be worked out in collaboration with CycleSport WA, BMX WA, WAIS and DSR.

WAMBA would require some kind of selection process, and seek expressions of interest from the WA MTB community, for potential recipients. This might be the start of the WAMBA state squad pathway.

19. Gunjin Works

From Louise Wallace:

Finished. Ivan has sent through the photos and invoice, so payment can be made to KMBC.

20. Grant from Awesome Foundation

From Louise Wallace:

WAMBA won \$1,000 grant from The Awesome Foundation Perth, who distribute monthly micro-grants of \$1,000 to awesome projects and their creators. Our grant supports the trail builder accreditation program that Louise is keen to get happening – to provide a framework for educating volunteer trail advocates to gain skills, knowledge and experience. The application is on their website, although they're not keen on handing out grant for too many similar type applications, so leave it for some time until another MTBing club applies.

Check out Sam Russell picking up the money on their Facebook page -

<https://www.facebook.com/AwesomeFoundationPerth>

21. Race Calendar Update

From Ashley Genefaas:

On track to finalising the events calendar dates by 30th Sept.

Action: Louse to put an update on Facebook about coordinating the race calendar.

22. AOB

Club Affiliation – Dunsborough Cycle Club

From Jodie Stembridge:

Dunsborough Cycle Club has applied for affiliation, based on the specified criteria. Jodie proposed their application be approved. The motion was passed unanimously.

Bike Raffle

From Phil Wilson:

Is interested in running the bike raffle again, with money going towards the goat farm. Discussion around the funds going to a club outside of Perth, and also the need for WAMBA to be careful not to step on the toes of club fundraising activities. Is this something WAMBA should be doing??

Action: Jodie to look back in the minutes to find out what was discussed about this idea.

Committee Meeting Format/ Agenda

From Dave Wilcox:

Updates on projects and plan could be provided prior to meeting to leave the meeting for issues and decisions. Have a rolling agenda and use the monthly meeting for strategic decision making, not general discussion around updates. Have club updates only around Skype meetings. Try and get the agenda published a week earlier and have a short paragraph for each item, so club reps know whether they need to attend or not. Also publish action items with the agenda.

Action: Danielle to give Jodie a rolling agenda template.

Meeting Closed: 20:50

Next Meeting: 30th September - Skype