



Committee Meeting 10-2015

Date: 3rd March 2016

Time Start: 18:30

Location: WestCycle Office

Attendees:

- Louise Wallace (LW)
- Jodie Stembridge (JS)
- Ben Pruden (BP)
- Margaret Mclroy (MM)
- Alex Wade (AW)
- Vilma Fitzgerald (VF)
- Peta Demidenko – WestCycle (PD)
- Richard Coker - WestCycle (RC)
- Matt Fulton – WestCycle (MF)
- Colin Brown – consultant (CB)

WAMBA's Vision:

Mountain biking is recognised as a mainstream, positive and family-friendly activity, where everyone is or knows a mountain biker.

And for Western Australia to embrace sustainable mountain biking as a leading recreational and tourism experience by delivering opportunities, maximising participation and sharing the benefits.

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1. Apologies

The following apologies were received by email:

- Graeme Adams

2. WestCycle Update

From Matt Fulton (CEO):

A discussion has been going on within WestCycle about how they can best represent the views and interests of their members. The committee was emailed a *conceptual draft document* looking at concepts around potential “advisory groups” to help shape the views of WestCycle.

Matt explained the document in more detail and the committee was able to ask questions to clarify any issues they had.

3. Agenda Items

No. Item/ Status/Decision / Action

Who is Responsible

No.	Item/ Status/Decision / Action	Who is Responsible
1	<p>Future Direction of WAMBA</p> <p>Facilitator – CB was invited to facilitate group discussion on this agenda item. He left the meeting prior to the start of discussion on Agenda Item #2.</p> <p>Background: In recent months, significant work has been done to ensure that WestCycle’s MTB staff members have knowledge/ background/ relationships/ contacts, etc to undertake operations on behalf of WAMBA. This has been working very well, and there are some exciting plans on the horizon for MTB. There are also many actions that have taken place, and great relationships formed already. There is a very positive energy around MTB with our stakeholders as a result.</p> <p>However, WAMBA as an organisation needs to change. Based on the second quarterly review of our progress on the objectives in our operational plan, we’ve only achieved about half of what we were supposed to at this point. Louise is stepping down from the position of President, and there isn’t currently anyone interested in taking on this role. This is a very big concern for both WAMBA and WestCycle; hence action needs to happen now.</p>	Louise

WAMBA is currently working with WestCycle CEO, Matt Fulton, to identify suitable options for an effective operational vs strategic structure for both organisations to operate under. Before LW has further discussions with WestCycle, she needs to be informed by the Committee on what the options should be.

Reference Documents:

- Governance and Management Recommendations
- WAMBA Strategic Plan 2015-2017
- WAMBA Operational Plan 2015-2016
- Q2 progress report on operational plan

Outcomes of the workshop:

1. WAMBA has reflected on our performance as an organisation against the goals we set ourselves at the last AGM, and the changed landscape of mountain biking governance in WA. We have determined that it is not possible for us to continue 'business as usual' and achieve those goals.
2. We have made a decision to refocus our efforts on doing only the things that only WAMBA can do; that can't be done by anybody else. *This is to be the 'united voice of the mountain biking community' and advocate for the wants/needs of the mountain biking community, and to influence the key stakeholders and decision makers.*
3. This will mean that WAMBA will remain the 'state sporting association for mountain biking', but our role will not be to do everything that is listed within the plans referenced above. WestCycle may or may not do those operations that we are unable to do.

Next Steps:

Moving forward, WAMBA needs to be very clear on what our role is, what people can expect of us, how we operate (and how we work with WestCycle), who we represent, and most importantly how we engage with the mountain biking community.

As an outcome of providing this clarity, and performing our role, it is our expectation that WAMBA will be viewed as a credible organisation by both the mountain biking community and government bodies.

The first thing to do is write to our member clubs regarding the change, and seek their feedback on what they want us to be in our capacity as the body who represents their united views. I believe this communication needs to come from the President, but input from anyone on the committee and from Colin into this before I send it out would be much appreciated.

There will be a bit of work required to make this change happen, and as Colin said to us, our biggest challenge now is changing our mindset to be what we need to be.

A few of the key concerns raised by the committee that need to be addressed in moving forward were:

- Confusion in the community about the different roles of WAMBA and WestCycle.
- Confusion within our own committee, and being unsure whether to speak up.

	<ul style="list-style-type: none"> ▪ Not knowing or understanding how clubs engage with key stakeholders such as DPW, DSR or Lotterywest, and why they don't require WAMBA endorsement of their plans. ▪ We can't keep doing things the same way or things won't change. ▪ We need club buy-in and alignment, and some clubs have very strong views on certain things (they may not even agree with each other on priorities). ▪ We need to leverage club strengths/ ideas/ concerns. ▪ WAMBA needs someone on our board to play the 'gatekeeper' - to keep us on track and operating like a board, so we remain strategic and don't become operational again. <p>The committee thanked CB for overseeing the workshop and keeping us on track. It was extremely productive, great to have everyone put their views forward, and good to hear examples of what other sports are doing.</p> <p>And kudos to the committee for taking stock and making changes in light of the changing landscape around us. As CB said, many organisations will continue to plod along and get nowhere because they're stuck in a mindset.</p> <p>Action: Produce a document/ presentation/ infographic to explain the refocusing of WAMBA's strategic intention. Email document to affiliated clubs and request input into our strategic direction (LW).</p>	
2	National MTB Trail Building Standards and Certification Working Group Meeting	Louise
	<p>Background: The National Trail Building Standards and Certification Working Group has scheduled its first meeting. It will be a face-to-face meeting, and is being held at Bright (Victoria) to coincide with the National Champs. Currently all but one of the members will be able to attend in person.</p> <p>The agenda for the meeting and the Terms of Reference have been emailed to the committee, which details objectives, members, working arrangements and outcomes.</p> <p>As detailed in last month's President's Report, this is an important project for WA to be a part of. It has good buy-in from stakeholders so far, and the person who is currently coordinating the work, Craig Meinicke, is doing an excellent job of keeping the group on task. WAMBA is the only community group represented on the group. This is an excellent opportunity for WAMBA to showcase and raise the profile of the work that has been done in WA on the Guidelines, State Strategy and significant regional planning projects. It is an equally good opportunity to help build the relationship between MTBA and WA mountain biking. MTBA is holding the MTBA achievement awards function on the Saturday night as well, and it would be worthwhile also attending this.</p> <p>All of the work being done by the working group is leading up to the next Mt Buller Summit, where it will be presented and go to the next stage - hopefully with funding committed. At last year's summit, there were a lot of people interested in the work being done in WA and they are keen to hear more about it.</p> <p>LW requested that WAMBA supports her attendance at this meeting in Bright, both morally and financially. She has requested WestCycle match WAMBA's financial contribution. In the past, DSR has provided sponsorship to volunteers to attend conferences, so it's not unrealistic.</p> <p>LW would be representing WAMBA at this event and at the National Champs, and be reporting back to WAMBA (and clubs), WestCycle, DSR and DPW and our other</p>	

<p>partners in the State Strategy implementation. She will be assigned deliverables/ work packages, which she would be committed to delivering (regardless of her future involvement in WAMBA). She would be volunteering her time and would be taking 2 days off work to attend.</p> <p>The amount estimated for flights, transport and accommodation (which would be shared with other), would be approximately \$1150. She is discussing options with others, so will advise if able to share costs and reduce this figure.</p> <ul style="list-style-type: none"> ▪ return flights ~\$800 ▪ hire car + fuel for travel between Melbourne & Bright ~\$250 (<i>happy to pay for any hire car cost outside of days travelling to the meeting destination</i>) ▪ accommodation for 1 night ~\$100 (<i>happy to pay for other nights herself</i>) <p>The alternative is for her to attend the meeting via teleconference at \$0.</p> <p>Decision: The committee approved a payment of up to \$575 for Louise to travel to the meeting at Bright.</p> <p>Action: Provide receipts/ invoices for travel expenses (LW).</p> <p>Action: Provide a report to the committee with recommendations on how the process can benefit the WA mountain bike community (LW).</p>	
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4. Minutes from Previous Meeting & Issues from Action Item List

The minutes from 9th February were accepted as accurate and all actions have been completed or carried over to current **Action Items List**.

5. AOB

No.	Item/ Status/ Decision / Action	Who is Responsible
1		

Meeting Closed: 20:25pm

Next Meeting: 29th March 2016 (DSR)