



Committee Meeting 5-2016

Date: 29th November 2016

Time Start: 18:30

Location: DSR Training Room

Attendees:

- Alex Wade (AW)
- Jodie Stembridge (JS)
- Margaret McIlroy (MM)
- Bryan Stephenson (BS)

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.

Agenda:

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1. Apologies

The following apologies were received by email:

- Ben Pruden (BP)
- Cathy Young (CY)
- Vilma Fitzgerald (VF)
- Peta Demidenko – WestCycle (PD)
- Shelby Corbett – WestCycle (SC)

2. Minutes of Previous Meeting

The minutes from 25th October 2016 (4-2016) meeting were reviewed and unanimously accepted as accurate.

Actions still outstanding:

Action: AW and JS to look at whether it is possible to have additional generic email addresses for committee members to use when engaging with clubs (e.g. Treasurer@wamba.net.au).

Action: AW to explore what the costs would be of establishing a feedback page and report at next meeting.

Action: A PayPal account needs to be set-up for WAMBA, so that Trailforks website donations from any local trails (Perth metro/ outer metro area) can be paid directly to WAMBA. Once that has been established, AW is to liaise with Russell Bell (WA Administrator of Trailforks) to have trail karma links more appropriate.

Action: AW to draft policy for use of funds generated through donations via TrailForks and to update Peel, KMBC and Perth clubs about the changes.

Action: Present a list of ideas/ suggestions about trail feature signage to Goat Farm steering group and DPaW (VF).

Action: Produce compliance guidelines for clubs about managing pecuniary interest (BP).

Action: A budget to be produced for the implementation plan (BS).

3. Treasurer's Report

The Treasurer's Report from 25th October to 27th November 2016, including an accurate breakdown of the Grants amount of \$15,382, was accepted unanimously and is attached to the back of the minutes.

Account Balance

| | |
|---|--------------------|
| Balance at 25 th October 2016 | \$21,005.02 |
| Balance at 27th November 2016 | \$21,080.02 |
| <i>Total in</i> | <i>\$75.00</i> |
| <i>Total out</i> | <i>Nil</i> |

4. President's Report

The latest President's Report from AW was circulated to the committee prior to the meeting. The report was unanimously approved for inclusion in the minutes and is attached to the back of the minutes.

5. Sport Development & Communications Update

JS emailed a brief update to the committee prior to the meeting:

State MTB High Performance Programme

- The first WAMBA State (development) Squad has been selected and will be publically announced shortly. There are 18 XC riders (5 of which are female), and 24 DH riders (including 2 female).
- There will be a preparation camp in January, after which, the smaller State Team will be selected. The WAMBA State Team will be competing in the black and gold at the Nationals.
- WestCycle HP Manger is liaising with parents on logistics for travelling to the Nationals in March.

Action: Post state squad announcement on Facebook and website (JS).

2017 WA MTB Race Calendar

- The race calendar has now been finalised. Massive thanks to Tony Tucknott and Dean Wright for all their time, effort and negotiating skills!
- As they were able to finalise the calendar via email, there wasn't any interest in having a meeting with event organisers. I would have liked to have everyone around a table to discuss other issues, so will see if I can get one organised before the start of next year's season.
- It's been suggested that we get draft dates for a preliminary 2018 calendar, but doing two calendars at once was deemed too much for the coordinators. Will discuss this further with Tony to see if we can come up with a workable timetable for getting calendars out earlier than we are at the moment. While he won't always be doing coordinating the calendar, having just done the role, he's best placed to offer some advice.
- Have contacted the person who did the artwork for the 2016 one, but they're too busy to commit to doing this year's.

It was suggested during the meeting to ask Steve Janic if he would have time/ be interested in doing it for us. BS also said he would have a go at producing it, as he has done something similar for WA Cyclocross.

- Catching up with Dean Wright (who offered his IT skills) this weekend to discuss the best method for publishing the calendar onto WAMBA website. I'd like it published by mid-Dec (if possible).
- The committee needs to discuss whether we're going to do the option of a printed version that the bike shops can distribute (*agenda item*). Similar to what was done up until 2014.
- I emailed the final calendar to Andrew from Break the Boundary, who has sent me a list of proposed hand-cycle (HC) category events. I will be contacting the relevant event organisers to see if they are keen/ able to include the category in their event.

Action: Engage someone to do the calendar artwork (TBC).

Action: Work with Dean Wright to publish calendar onto WAMBA website in appropriate format (JS).

Action: Discuss whether WAMBA is going to publish a printed version for bike shops to distribute (Committee).

Action: Get confirmation from event organisers as to whether they will include a HC category in their events next year. Forward this onto Andrew from Break the Boundary (JS).

Action: After discussions with Tony, set a timeline for producing the 2018 and 2019 calendars (JS).

Club Engagement

- Have set up the club engagement record sheet in spreadsheet and saved on Google Drive. A link has been emailed to all committee members.

Action: Introduction letter for this initiative to be sent to clubs (AW).

Action: Looking into an alternative email hosting service, so all committee members can have a WAMBA address for communicating with clubs (TBC).

It was suggested during the meeting to use the info@wamba.org.au email address in the meantime.

WAMBA Communications Strategy

- WestCycle Group Marketing Manager, Cameron Wong is currently working on a proposal for a new website for WA MTBing (in line with state strategy recommendations). Similar to Mountain Bike Wales (<http://www.mbwales.com/>). Nina and I are looking at how this will impact WAMBA's website. She's working on a proposal of her own to be presented to the committee in December.
- **Trail Maps** – I've emailed each club to find out where the online maps for their local trails are located, in order to get an idea on where all this information is and who currently maintains it (e.g. club websites, Trailforks, TrailsWA, etc). From there, WAMBA (on behalf of the clubs/ MTB community) can work with WestCycle on the best solution for MTBers. If anyone has an interest in driving this initiative, let me know.

Action: Familiarise yourself with MTB Wales website and think about how WAMBA's website would work alongside a similar one for WA MTBing (Committee).

Action: Send email to Committee and WestCycle MTB Team for ideas on improving WAMBA's website for the future (NW).

Other

- **MTBA Membership** – WAMBA has been asked to update the following information in the online portal:
 - Our details and officers
 - Membership fees (*agenda item*)
 - Our listed services
- We will finally be advertising for someone to take on the vacant **Secretary** role via Facebook and website on Tuesday 29th.
- I attended the **Trails Forum** in Mandurah recently. Ran by DSR, it was a more condensed format than previous years, but still a valuable networking opportunity for the trails sector. Featured a number of leading industry presenters, including a presentation from Dave Willcox (Common Ground Trails) on the soon-to-be released Perth & Peel MTB Master Plan.
- On Saturday, the WestCycle MTB team ran a pilot '**Super Saturday MTB Dirt Count**' survey at Kalamunda, which I helped with. The pilot snapshot survey is part of the implementation of the state strategy, and includes counting the total number of riders using the Kalamunda network and then surveying a portion of those riders.

The survey takes approx. 5 minutes and provides essential data on trail usage, frequency, type of trail users and demographics. The aim of the survey is to develop an annual event that can be hosted by clubs at different locations across the state – the first official one will take place mid next year. This data will be collated by WestCycle and will be presented to Department of Sport and Recreation, Parks and Wildlife, WAMBA, along with local governments, tourism associations, mountain bike clubs, and other stakeholders.
- **WAMBA Affiliation Process** for clubs – Shelby at WestCycle has been working on a new online process for clubs to affiliate with WAMBA, which allow them to more quickly and easily complete their annual re-affiliation, and reducing the amount of operational support required throughout the process (*agenda item*).

I've emailed each club to confirm the correct details for their club rep. Design of electronic form using Google Forms. This is the link to the form: <https://goo.gl/forms/qGW0fT2svgL1eOc83>.

Action: Set up folder in Dropbox for clubs to file their constitutions (JS).

Action: Develop a WAMBA branded document outlining the benefits of affiliation with WAMBA (TBC).

Action: Produce email outlining new affiliation process and why it's being done (SC).

Action: Send email to clubs for January (JS).

Action: Development of a new affiliation register through submission of information via the electronic form (SC).

6. WestCycle Operational Update

The latest WestCycle operational update was provided by PD and circulated to the committee prior to the meeting. The report was unanimously approved for inclusion in the minutes and is attached to the back of the minutes.

7. Agenda Items

| No. | Item/ Status/Decision / Action | Who is Responsible |
|-----|---|--------------------|
| 1 | <p data-bbox="277 349 1262 383">MTBA Discussions/ Communications</p> <p data-bbox="277 405 1262 577">Discussion: There have been two incidents recently where MTBA have publicly stated “in the absence of formalised state sporting bodies for mountain biking. . .”, which has frustrated those of us in WAMBA and the WestCycle MTB Team who have been in communication with MTBA over the past few months, and felt that we were establishing a good working partnership.</p> <p data-bbox="277 600 1262 665">As such, AW had a lengthy phone conversation with MTBA CEO, Shane Coppin a couple of weeks ago covering:</p> <ul data-bbox="277 687 1262 860" style="list-style-type: none"> ▪ MTBA working to improve communication in generally and with WAMBA specifically; ▪ State round fiasco - in particular the slight about WAMBA, the absence of consultation, and the value to WA clubs/ organisations; ▪ Junior development. <p data-bbox="277 882 1262 913">Optimistic that we can move forward and strengthen our relationship.</p> | Alex |
| 2 | <p data-bbox="277 936 1262 969">State Round for 2017/ 2018</p> <p data-bbox="277 992 1262 1265">Background: MTBA recently advertised their intention to introduce national recognition of State Championship & State Series events. Clubs and Private Promoters affiliated with MTBA wishing to host a State Series or State Championship event will have the opportunity for national level recognition of their event. Where a State Series or State Championship event already exists, these events will be given first priority to have their event recognised by MTBA. Where events don't already exist or where events don't wish to be recognised by MTBA, expressions of interest will be accepted as per their guidelines.</p> <p data-bbox="277 1288 1262 1496">Discussion: Release of this information has caught WAMBA and WA clubs and private promoters unawares. This lack of consultation, along with the additional costs to be part of the nationally recognised MTBA events and the very short timeframe to submit applications for the recognition process has made many in WA unhappy. Peel Districts MTB Club has written to MTBA and AW has spoken with Shane Coppin (MTBA CEO) about WA's concerns.</p> <p data-bbox="277 1541 1262 1637">From this discussion, MTBA have said that recognition is not compulsory and WA clubs/ promoters can continue to run events as we are at the moment. The limitations with doing this are:</p> <ol data-bbox="277 1659 1262 1899" style="list-style-type: none"> 1. Clubs/ promoters don't get to claim that the state series is MTBA-endorsed; 2. No support is provided for medals from MTBA; 3. There is no scope to access alternative licencing arrangement; 4. No protection (i.e. in the form of acknowledgment of the series by MTBA and no other club/ promoter can claim to have a "state series"). This protection for affiliated clubs is apparently a big thing over east where a lot of private promoters put on events. | Alex |

| | | |
|---|---|-------|
| 3 | WAMBA Affiliation Process | Jodie |
| | <p>Background: Shelby at WestCycle has been working on a new online process for clubs to affiliate with WAMBA, which allow them to more quickly and easily complete their annual re-affiliation, and reducing the amount of operational support required throughout the process. She's suggested every club should renew their affiliation at the same time each year (January). After the clubs have their AGMs or any other instance involving a change of committee or details, <i>the onus is on the club to re-submit their affiliation so we have the correct details. It is not WAMBA's responsibility to chase the clubs for these details.</i></p> <p>The draft re-affiliation process proposed by WestCycle is:</p> <ol style="list-style-type: none"> 1. WAMBA Facebook announcement (describing process, highlighting benefits, etc). 2. Distribution of online form and benefits 1 pager to club contact as listed in Register. 3. Regular WAMBA Facebook posts throughout the 4 week census gathering period (outlining 4 week period, describing process, highlighting benefits, etc). 4. Contacting of individual clubs who did not complete form. 5. Review content of new club affiliation register. 6. Annual scheduling of re-affiliation process. <p>Discussion: There was mention that DSR won't provide funding to clubs unless they are affiliated to their state body (another incentive for them to be affiliated). Happy with process, but changes to following steps:</p> <ol style="list-style-type: none"> 1. As this involves the clubs themselves (rather than the general MTB community), it's unnecessary to put this onto FB. There should be stakeholder consultation first, so email clubs to notify them of the changes before starting this process. 3. Instead of FB posts, there should be emails from WAMBA's point of contacts (POC) directly to the clubs themselves. <p>With these changes, the process was unanimously approved by the committee.</p> <p>Action: Inform SC (WestCycle) of the committee's approval of the WAMBA affiliation process, subject to changes to steps 1 and 3 (JS).</p> | |
| 4 | 2017 WA Race Calendar | Jodie |
| | <p>Calendar has now been finalised. Thanks for the huge amount of work from Tony Tucknott and Dean Wright – much appreciated and all in all, it seemed to go pretty smoothly (bearing in mind that you're never going to please everyone). Prior to 2015, as well as the online version, there was an A3 printed version that bike shops could distribute. Event organisers and bike shops were charged for advertising to cover the costs of doing a printed version. The feedback I've received is that it's a worthwhile thing to do and is wanted. If WAMBA doesn't produce the printed version for 2017, then it's open for any club or organisation to do so.</p> <p>Mark from Rock and Roll MTBing has already approached me to say he's keen to produce one if WAMBA don't, with the intention of selling the calendars to raise funds for his racing team.</p> | |

| | <p>Discussion: Is this something WAMBA should/ wants to get involved with? Is it a worthwhile exercise for us?</p> <p>Decision: The committee unanimously decided that WAMBA would produce a hardcopy 2017 calendar for distribution to the bike shops. BS offered to do the graphics as he's done something similar for WA Cyclocross. Produce large single sided on thin cardboard. Include only club logos, rather than putting advertising on it.</p> <p>Action: Notify Mark of WAMBA's decision (JS).</p> <p>Action: Produce graphics for 2017 race calendar and cost up the printing (BS).</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------------------|---|-------------|-----------|------|----------------|----------|----------|-----------------------|----------|------|---------------------|----------|------|-------------------|--------------|------|-------------------|----------|------|-----------|----------|------|-----------------|----------|----------|-------------|----------|----------|-------------|--------------|----------|--------------------------------------|----------|----------|--------------------------------------|--------------|----------|-------------|----------|----------|-------------|--------------|----------|--------------------------------------|----------|----------|--------------------------------------|--------------|------|-----------------------|----------|----------|---------------------|----------|----------|-------------------|--------------|----------|-------------------|----------|----------|-------|
| 5 | <p>MTBA Club Membership Fee Structure</p> <p>Background: MTBA is asking all its affiliated clubs (of which we're one) to ensure their details in the online portal are up-to-date. Timely reminder to review our membership fee structure. Our association currently has 35 members, so not a major source of income. Emailed the committee recently to consider our options. This is our current fee structure:</p> <table border="1"> <thead> <tr> <th>Description</th><th>Durations</th><th>Fees</th></tr> </thead> <tbody> <tr> <td>ADCC value add</td><td>one year</td><td>\$ 25.00</td></tr> <tr> <td>Junior BMXA value add</td><td>one year</td><td>\$ -</td></tr> <tr> <td>Junior CA value add</td><td>one year</td><td>\$ -</td></tr> <tr> <td>Junior recreation</td><td>three months</td><td>\$ -</td></tr> <tr> <td>Junior recreation</td><td>one year</td><td>\$ -</td></tr> <tr> <td>Non-rider</td><td>one year</td><td>\$ -</td></tr> <tr> <td>Race dirtmaster</td><td>one year</td><td>\$ 25.00</td></tr> <tr> <td>Race junior</td><td>one year</td><td>\$ 15.00</td></tr> <tr> <td>Race junior</td><td>three months</td><td>\$ 15.00</td></tr> <tr> <td>Race junior (including volunteering)</td><td>one year</td><td>\$ 15.00</td></tr> <tr> <td>Race junior (including volunteering)</td><td>three months</td><td>\$ 15.00</td></tr> <tr> <td>Race senior</td><td>one year</td><td>\$ 25.00</td></tr> <tr> <td>Race senior</td><td>three months</td><td>\$ 25.00</td></tr> <tr> <td>Race senior (including volunteering)</td><td>one year</td><td>\$ 25.00</td></tr> <tr> <td>Race senior (including volunteering)</td><td>three months</td><td>\$ -</td></tr> <tr> <td>Senior BMXA value add</td><td>one year</td><td>\$ 25.00</td></tr> <tr> <td>Senior CA value add</td><td>one year</td><td>\$ 25.00</td></tr> <tr> <td>Senior recreation</td><td>three months</td><td>\$ 10.00</td></tr> <tr> <td>Senior recreation</td><td>one year</td><td>\$ 25.00</td></tr> </tbody> </table> <p>Discussion: Should we keep it simple with a flat club fee for all types (e.g. \$25)? Or should there be different club fees for seniors/ juniors, or one year/ three months, or recreation/ racing? If so, what should they be? BS mentioned that there is the option of setting up a special code for WAMBA committee members to enter when they renew their MTBA membership, so they don't get charged the membership fee (if they don't want to pay).</p> <p>Decision: It was unanimously decided to keep it simple and have a club fee of \$25 across all membership types.</p> | Description | Durations | Fees | ADCC value add | one year | \$ 25.00 | Junior BMXA value add | one year | \$ - | Junior CA value add | one year | \$ - | Junior recreation | three months | \$ - | Junior recreation | one year | \$ - | Non-rider | one year | \$ - | Race dirtmaster | one year | \$ 25.00 | Race junior | one year | \$ 15.00 | Race junior | three months | \$ 15.00 | Race junior (including volunteering) | one year | \$ 15.00 | Race junior (including volunteering) | three months | \$ 15.00 | Race senior | one year | \$ 25.00 | Race senior | three months | \$ 25.00 | Race senior (including volunteering) | one year | \$ 25.00 | Race senior (including volunteering) | three months | \$ - | Senior BMXA value add | one year | \$ 25.00 | Senior CA value add | one year | \$ 25.00 | Senior recreation | three months | \$ 10.00 | Senior recreation | one year | \$ 25.00 | Jodie |
| Description | Durations | Fees | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| ADCC value add | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Junior BMXA value add | one year | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Junior CA value add | one year | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Junior recreation | three months | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Junior recreation | one year | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Non-rider | one year | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race dirtmaster | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race junior | one year | \$ 15.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race junior | three months | \$ 15.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race junior (including volunteering) | one year | \$ 15.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race junior (including volunteering) | three months | \$ 15.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race senior | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race senior | three months | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race senior (including volunteering) | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Race senior (including volunteering) | three months | \$ - | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Senior BMXA value add | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Senior CA value add | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Senior recreation | three months | \$ 10.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Senior recreation | one year | \$ 25.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Action: Update fee structure and set up a fee code for WAMBA committee members on MTBA club online portal (BS). | |
| 6 | Welcome Letter for MTBA Free 8 Week Trial Membership | Jodie |
| | <p>Background: MTBA send out a regular email giving us a list of the latest MTBA members <i>in our area</i> who have taken up their free 8-week trial membership offer. With this list, we have an opportunity to contact these people during the trial period to tell them more about WAMBA.</p> <p>Discussion: Is anyone interested in spending a bit of their time coming up with a short welcome letter to send out to these people?</p> <p>Suggestions on what it could contain are:</p> <ul style="list-style-type: none"> ▪ Welcome and thank you for choosing WAMBA as affiliated organisation ▪ Who WAMBA is; URL, FB, Instagram ▪ Work/ have strong partnerships with key stakeholders (DSR, DPaW, WestCycle) ▪ What your club fee allows WAMBA to do ▪ If wish to become affiliated with club, head to the relevant page on our website ▪ Benefits of belonging to a club ▪ Encourage to give back/ help out by volunteering at club ▪ How can they support more trails being built for their benefit? ▪ Let them know what races and events are on during their free trial period <p>Action: Ask VF or CY if they would be interested in producing this letter (JS).</p> | |

8. AOB

| No. | Item/ Status/ Decision / Action | Who is Responsible |
|-----|--|--------------------|
| 1 | WA Mountain Bike Awards Night | Alex |
| | Was approached by Martin Nugget about the possibility of setting up a state-wide MTB awards night. Positive reaction to the suggestion, but the committee doesn't have the capacity at this time to drive this initiative. Happy for Martin to get the ball rolling and support him when needed. | |

Meeting Closed: 20:10pm

Next Meeting: Tuesday 20th December (6-2016) at DSR



Treasurer's Report November 2016.

Period 25 October – 27 November 2016

Income

| | |
|--------------------------------|----------------|
| Fundraising - MTBA Memberships | \$75.00 |
| Total | \$75.00 |

Expenses

| | |
|--------------|-------------|
| Nil | 0.00 |
| Total | 0.00 |

| | |
|----------------------------|----------------|
| Surplus / (Deficit) | \$75.00 |
|----------------------------|----------------|

| | |
|---------------------|--------------------|
| Cash at Bank | \$21,080.02 |
|---------------------|--------------------|

| | |
|---------------|--------------------|
| Grants | \$15,382.00 |
|---------------|--------------------|

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|------------------------------|-------------------|
| WAMBA Funds (Balance) | \$5,698.20 |
|------------------------------|-------------------|

Grants**\$15,382**

| Date | Item | Value | Balance |
|-------------------------------|-------------------------------------|--------------|---------------|
| Murray Valley | | | |
| 1/4/2014 | Grant – LotteryWest | 24,750 | 24,750 |
| 19/1/2015 | Stage 1 & 2 Invoice | -4,400 | 20,350 |
| 16/12/2015 | Stage 3 & 50% completion of stage 4 | -7,150 | 13,200 |
| 19/10/2016 | Concept plan & final claim | -8,690 | 4,510 |
| Kalamunda Green Trails | | | |
| 7/2/2013 | WAMBA Every metre matters | 11,000 | 11,000 |
| 7/2/2013 | Cycling Aust MBTA Grant | 4,000 | 15,000 |
| 25/3/2013 | Grant – LotteryWest | 33,000 | 48,000 |
| 6/11/2013 | KMBC invoice | -19,250 | 28,750 |
| 29/5/2015 | KMBC invoice | -2,600 | 26,090 |
| 16/12/2015 | KMBC invoice | -4,235 | 21,855 |
| 30/6/2015 | KMBC invoice | -17,483 | 4,372 |
| | | | |
| 19/8/2014 | Awesome Foundation | 1,000 | 1,000 |
| | | | |
| TBA | Project 11 – Jarrahdale | 5,500 | 5,500 |
| Total | | | 15,382 |

| Operational | Strategic | Relationship |
|--|--|---|
| Current period | | |
| Discussions with WestCycle, KMBC and WAMBA RE Perth, Peel Master Plan (PPMP) (7/11/16) Attend meeting at WestCycle RE PPMP (10/11/16) Attend OSA Assessment with DSR | Discuss KMBC Kalamunda MTB DOW (Department of Water) Precinct Application with KMBC (Ian and Ivan) 16/11/16: Steve Bennett RE expanded industry day for 2017 | 28/10/16: Meeting; Steve Bennett (DSR) 4/11/16: MTB Industry Day 14/11/16: Attend Kalamunda Shire Committee Meeting RE Kalamunda Loop Trail Project 14/11/16: Met with Ian Humphrey and Kevin O'Connor (Kalamunda Shire Recreation Manager) RE loop trail 16/11/16: Shane Coppin (CEO, MTBA) 17/11/16: Racing reps and Sam Russell (Peel) RE MTBA and state series |
| Next period | | |
| Find a secretary or share workload | Continue Policy 13 research/planning | MTBA |
| Constitution | 2/12/16: Matt Fulton (WestCycle) RE MTBA | Race development committee consultation |
| Risk management plan and risk register | Policy 13 risks with key clubs: SW clubs in vicinity of <ol style="list-style-type: none"> 1. Pemberton (most proximate to dam with high stream flow potential); 2. Margaret River; 3. Wungong; 4. Forsyth's Mill Cape Range Riders | Club communiqué: <ol style="list-style-type: none"> 1. Working with Children policy/procedures 2. Reminder of importance of managing conflict of interests 3. Gender diversity |

TASKS TO BE DELEGATED:

1. Budget for implementation plan
2. Set-up WAMBA on PayPal so that TrailForks donations can be receipted by WAMBA
3. Transition TrailForks “trail karma” to WAMBA in consultation with KMBC
4. Website feedback page
5. 2018 race calendar
6. 2018 Industry day

TASKS TO BE FOLLOWED UP:

1. Conflict of interest guidelines
2. Committee member email addresses
3. Club contact records

Policy 13 research:

Key note: Research is focussed on area around Kalamunda because:

1. Historical data on rider numbers readily available;
2. Area has seen significant growth in both trails and riders in a short period of time;
3. High rider volume
4. Water quality measured.

New material:

Kalamunda shire has a water monitoring station in the valley. Data from this station can provide empirical data about the impact of trail development in the valley.

KMBC have submitted and received a favourable response from DoW to an application to have the area around the Kalamunda Circuit and the Valley excised from the catchment area. A decision on the bid was deferred by the DSR Collaborative Working Group *until* the PPMP is released.

Kalamunda Shire maintains a water quality monitoring station on Piesse Brook which forms part of a larger DoW dataset. Unfortunately it is too far south to provide relevant data turbidity and hydrocarbon level around Jorgensen Park or from the Kalamunda Circuit. Additionally, last dataset publically available is from 2012 which is before:

- (a) Significant trail and use growth;
- (b) Changes in upstream land usage

Research material:

Current stream inflow levels into dams are at 7%

(<https://www.watercorporation.com.au/water-supply-and-services/rainfall-and-dams/sources>)

State government position is that reliance on steam inflow into dams will decrease (<https://www.watercorporation.com.au/water-supply-and-services/rainfall-and-dams/sources>)

Stream inflow levels by dam are not readily available

Dams

1. Bickley pumpback dam
2. Canning dam
3. Churchman Brook dam
4. Conjurunup Pipe head dam
5. Lower Helena pumpback dam
6. Mundaring weir (dam)
7. North Dandalup dam
8. Sampson dam
9. Serpentine main dam
10. Serpentine pipe head dam
11. South Dandalup dam
12. Stirling dam
13. Victoria dam
14. Wungong dam

Bickley pumpback dam: Fed back into Victoria Dam for treatment

Lower Helena pumpback dam: Fed back into the Mundaring Weir for treatment

Dams will still be relied upon despite reduced stream inflow. In addition, strategies being explored to increase run-off¹ in certain areas

Dams currently being used to store water and this role will increase with plans to move water from dams that have high stream inflow to other dams

Consideration being given to using dams to store recycled water to improve the water quality

Source: (<https://www.watercorporation.com.au/-/media/files/about-us/planning-for-the-future/water-forever-50-year-plan.pdf> <https://www.watercorporation.com.au/-/media/files/about-us/planning-for-the-future/water-forever-50-year-plan.pdf>).

Need to understand:

- Environmental Protection Authority's *Position Statement No. 9 on Environmental offsets*
- *Forest Management Plan 2014–2023*

Based on success of trials in the Wungong catchment area, consideration is being given to more intensive catchment management at:

1. Stirling Dam (Harvey);
2. Harris Dam (Collie);
3. Phillips Creek Dam (Manjimup);
4. Manjimup Dam (Manjimup);
5. Ten Mile Brook Dam (Margaret River); and
6. Big Brook Dam (Pemberton).

¹ See also <https://www.watercorporation.com.au/water-supply-and-services/solutions-to-perth-water-supply/dams/catchments>

Focus of catchment management is on improving run-off through management of vegetation but it has to be considered that these areas will be given a higher priority in terms of protection against perceived contamination risk.

Source: <https://www.watercorporation.com.au/-/media/files/residential/water-supply-and-services/water-forever-south-west/water-forever-south-west-final-report.pdf>

2008 Water report assessed mountain bike riding as low to medium risk identifying the following risk:

1. Pathogen contamination risk from people remaining in the area for a long period of time
2. Rubbish disposal from people camping in the area (Munda Biddi)
3. Increased turbidity from soil displacement
4. Spread of forest disease

By comparison, horseback riding received a high and low risk profile, trail bike riding medium to low (higher than mountain bike riding), Rally Australia a high to medium, bushwalking high and low.

Most of the report's attention was focussed on the area to the south and east of Mundaring Weir with little or no commentary on activities/risks in the area around the Camel Farm or the Valley. The emphasis may be significant in relation to **Forsyth's Mill**

Source: https://www.water.wa.gov.au/_data/assets/pdf_file/0003/4971/72102.pdf

It can be anticipated that similar risk profiles and mitigation recommendations will be made for other areas.

Notes on risks:

Given the expectations that reliance on stream flow in dams will decrease it is reasonable to expect that objections to increased recreational activities in the areas around Mundaring Weir and Victoria Reservoir will decrease.

Given the efforts to increase stream flow between 2005 and 2015 in the vicinity of the Wungong Dam, there is likely to be continued resistance to increased recreational activities adjacent to the catchment area of that dam.

The focus on increased stream flow through vegetation management for the **10 Mile Creek Dam** and the **Big Brook Dam** (Margaret River and Pemberton respectively) may see far greater focus on risk in those areas.

Risk areas are therefore in order of priority:

5. Pemberton (most proximate to dam with high stream flow potential);
6. Margaret River;
7. Wungong;
8. Forsyth's Mill
9. Kalamunda Circuit

<http://www.abc.net.au/radionational/programs/offtrack/tracking-the-environmental-impact-of-mountain-biking/6559202>

Points of contact:

Professor Catherine Pickering from the Environment Futures Research Institute at Griffith University

Professor William STOCK

Prof. of Environmental Management

Centre for Ecosystem Management,

Science

School of Science

Location: JO19.343

Telephone: +61 8 6304 5758 **Speed Dial:** 5758

Mobile: 0428 026 127 **Facsimile:** +61 8 6304 5009

Email: w.stock@ecu.edu.au



WestCycle Progress Report - WAMBA 29 November 2016

WA MTB Strategy - Initiatives

- Super Saturday Dirt Count
 - Survey reviewed by MIRG and DPaW Research Dept.
 - Pilot Survey on Saturday 26 November. Understand that Dusk till Dawn is on but this is a pilot to ensure all questions etc. are correct for official date.
- WAMBA Affiliation process
 - Automated process reviewed by Jodie.
 - Electronic form reviewed by Jodie.
 - Determining member benefits to be included in promotion of re-affiliation.
- Volunteer Management Plan for mountain biking
 - Draft almost complete.
 - Document to be ready for the week of the International Volunteers Day - 5 December 2016.
- Aust MTB Summit - 5-6 December 2016
 - Requested to present about Master Planning: Strategy to execution in WA.
 - Presenting at workshops for trail standards and professional certification project working group.

WestCycle WA State Election strategy - #INVESTinCYCLING

- Campaign development.
- Publication outlining request for commitments from electoral parties.
- Request to commit to investing Royalties for Regions funds to develop mountain biking tourism destinations (ie. Peel, South West and Great Southern).

Perth Peel Mountain Bike Master Plan

- InDesign draft distributed to Steering Committee for final endorsement.
- Dave to complete work on maps to be included into final copy.
- Timeline:
 - Thursday 24th November - Steering Committee Final endorsement.
 - Monday 28th November - Public Consultation commences.
 - WestCycle developing promotional content (Facebook posts, media release, email notification, public consultation survey, etc.)

South West MTB Hubs Business Case

- Completed business case has been sent to SW Development Commission for review. Feedback is being discussed and amendments completed on the Business Case.

MTB Promotion - Journal articles

- Work with Norman Burns (journalist) on 2 articles to be printed in Margaret River Region Magazine and Primo.
 - Primo - the increase of MTB opportunities in suburbia (pump tracks, jump tracks, PPMP) etc. Distribution in Feb 2017
 - Margaret River Region - creation of new trails in Bramley National Park. Distribution in Summer edition.

Trail Developments

- Christmas Island
 - Met with DSR and Shire of Christmas Island to discuss trail development opportunities in Christmas Island.
- Goat Farm Redevelopment
 - Framework has been signed by the Committee.
 - Commencing discussions with Lotterywest and DSR for funding application.
- Exmouth
 - Successful in Master Plan funding from DSR.
 - TRC have been commissioned to develop the Master Plan for the Shire of Exmouth.
 - Public consultations commences this week.

Young people at risk mountain bike programs - DSR kick off discussion

- Discussion at how to expand programs that are currently being run through Dept of Child Protection Services, schools etc for young people at risk.
- Opportunity for funding through DSR to develop programs.

Events

- Attended DSR MTB Industry Day
- Attended DSR Trails Forum