

December Board Meeting Summary

Date: Monday, 4 December 2023
Time: 6:30pm
Location: Microsoft Teams

Board of Directors and Staff Attendees

Chair	Directors	MNSW
Director Bowditch	Director Cheney (Deputy Chair) Alison Wong Tanya Raffoul Ian Lieblich Nathan Hussey	Daniel Rushworth CEO Wendy Haddad EA

No Item

1. Meeting Opening

- 1.1.** Meeting Open by Director Bowditch at 6:44pm.
- 1.2.** Apologies
Directors Lieblich and Director Raffoul were noted as apologies. Chairperson Bowditch advised that Director Hussey would be joining the meeting after 7:30pm.
- 1.3.** Conflict of Interest Declarations.

Madeleine Bowditch (Chair) - Member of Bankstown Wiley Park MCC	Chelsea Cheney (Deputy Chair) - Member of Cooma MCC - Member of Goulburn MCC - Far South Coast MCC - AMCROSS	Nathan Hussey Member of Manly Warringah MCC
Alison Wong Nil	Ian Lieblich Nil	Tanya Raffoul - Member of St George MCC
Daniel Rushworth (CEO) Nil		

1.4. Previous minutes confirmation

The minutes for the November 6, 2023, meeting were confirmed by the Board.

Moved – Director Cheney

Seconded – Chairperson Bowditch

1.5. Matters Arising/Action List

No.	Date Opened	Matter	Owner	Status
1	31 Jul 23	CEO to provide the Board with an update on the Horsley Park lease and Club Zone matter. <i>The CEO advised that this item is still ongoing.</i>	CEO	In Progress
2	31 Jul 23	CEO to contact MA and obtain quotes on D&O Insurance. An update to be provided to the MNSW Board detailing the outcome. <i>Chairperson Bowditch advised that this item is still ongoing.</i>	CEO	In Progress
3	31 Jul 23	CEO to develop and include high concerning top 10 risks within future Board packs. <i>The CEO advised that this item is still ongoing.</i>	CEO	In Progress

2. Matters for Discussion

2.1. CEO Report

Awards Night

The CEO noted that the Awards Night has received positive feedback from the community and Hall of Fame attendees. There is also discussion within the community surrounding nominating others to be inducted into the Hall of Fame, and the MNSW website will be set up to receive nominations for 2024.

The MNSW 2024 Awards have been booked for November 16, 2024 and this has already been advertised on social media and in newsletters. A discussion took place on mitigants in place to do our utmost to avoid the Awards Night clashing with Supercross, as in previous years.

Office of Sport – Support Funding

The CEO advised that the Office of Sport will be providing information surrounding the support funding in the coming days and expects funds to be provided to MNSW prior to close of business December 20, 2023.

MNSW Office and Operations – Sports House Olympic Park

The CEO advised that Sports House was due to provide further information surrounding the offer to move the MNSW office to Sydney Olympic Park. This will be followed up and further details will be provided to the Board as they arise.

Operations Manager – Commercial

The CEO advised that applications closed on 27th November with a fantastic response. Interviews will be held towards the end of this week. Directors Cheney and Bowditch both offered to review the candidates to be interviewed.

Program and Inclusion Office/Development Officer

The CEO advised that this position description is being finalizing, with a view to recruiting staff by the end of the first quarter of 2024.

ASC Play Well Strategy

The CEO advised that a planning meeting has been set with MA CEO and other SCB CEOs to take part in the funding strategy. Further details will be provided to the Board as they arise.

MA/SCB Negligence Awareness and Mitigation Seminars

The CEO confirmed that MNSW has the presentation deck for the educational seminars and will be working with MA on the delivery of these sessions.

Sport Integrity Framework/Disciplinary Regulations

The CEO confirmed that the updated Sport Integrity Framework will be advertised on the MA Website on January 1, 2024.

Track Inspection. Management and Licensing

The CEO advised that the MNSW team has been working closely with Andrew Davis, the new Track Certifier at MA, to ensure there is consistency across track inspections, management, and licensing. The MA Certifier will be part of the upskilling session for the MNSW track inspectors.

2.2. Major Key Performance Indicators

2.3. Significant Issues

The CEO noted that time and staff shortages remained significant issues. Director Cheney queried whether there was a requirement to hire additional staff. The CEO discussed the Operations Manager role and the requirement for the appropriate partnership experience which is necessary with this role.

2.4. 2024 MNSW Calendar

The CEO confirmed that the 2024 calendar was released to the community, although it is still undergoing constant updates.

2.5. Motorcycling Australia Update

2.5.1. MAIL

The CEO advised that there are no further updates. Chairperson Bowditch noted that she has been working on the Risk Matrix for the ALT.

2.5.2. RiderNet

The CEO advised that RiderNet is still experiencing issues with the one event licence structure.

Director Hussey joined the meeting at 7:38pm.

2.5.3. Accreditation Harmonization

The CEO advised that work is being done with Tim Beech at MA surrounding the accreditation harmonization.

2.5.4. Private Promoter Agreements

The CEO advised that he is currently awaiting a response from MA; following this the process will be finalised.

3. Matters Arising for Decision

3.1. 2024 MNSW Budget

The MNSW Board reviewed the request from the FRAP Sub Committee to approve and accept the request the 2024 MNSW Budget.

Moved – Deputy Chairperson Cheney

Seconded – Director Hussey

3.2. 2024 MNSW Rider and Permit Levies

The CEO recommended that the Board approve and accept the request of the FRAP Sub Committee to have Rider Levies and Permit fees remain as per 2023.

Moved – Chairperson Bowditch

Seconded – Director Cheney

3.3. MNSW Nowra and District MCC Funding

The MNSW Board discussed the request to increase funding from the NDMCC Committee elect. The Board were satisfied with the already approved amount allocated to support the club was appropriate at this time. The CEO will also support the NDMCC Committee in applying for relative infrastructure grants to support facility improvements.

Moved – Chairperson Bowditch

Seconded – Director Cheney

3.4. Northern Districts MCC Affiliation Request

The CEO recommended that the Board approve and accept the delayed request of Northern Districts MCC for 2023 Affiliation.

Moved – Director Hussey

Seconded – Director Cheney

3.5. Speedway Sports Committee Member – Steve Kurtz

The CEO advised the Board that an additional nomination for a member to be appointed to the Speedway Committee was received – for Steve Kurtz. The CEO recommended that the Board endorse the appointment of Steve Kurtz to the Speedway Sports Committee.

Moved – Director Bowditch

Seconded – Director Hussey

3.6. ASC Motorcycling Improvement Initiative MoU

Following extensive dialogue with the SteerCo, the ASC, the MOU has now been updated to reflect the feedback that the MNSW Directors and CEO have provided.

Director Bowditch thanked the Directors for their input in drafting the MoU and explained that, if the board were in agreement, the MoU is due to be signed by 5th December 2023. Under the final draft of the MoU, there will be multiple workstreams and a SteerCo, which consists of one representative from each SCB and one from MA. The Directors unanimously agreed to support the signing of the MoU, and the proposal to ensure that MNSW has representation on all groups to assist in engagement and awareness of all steps within the process/initiative.

Following discussion, it was agreed that Chairperson Bowditch would sit on the steering committee, CEO Daniel Rushworth would be on the Governance Workstream and Director Hussey to be on the Strategy Workstream.

Moved – Director Bowditch

Seconded – Director Hussey

3.7. Loan Requests

3.7.1. Wagga Wagga MSC

The CEO advised that the Wagga Wagga MSC has requested a loan to implement a watering system into their track.

The CEO recommended that the Board approve and accept the loan request. The loan would be for five years and commence in 2024 and be repaid by the end of 2028.

Director Cheney noted that she is not a member of Wagga Wagga MSC but was part of the AMCOSS. The Board discussed this and noted that Director Cheney's perceived conflict had been addressed, and they were comfortable for Director Cheney to cast a vote on this recommendation.

It was agreed that from a risk perspective, multiple quotes be provided for the Board to consider via circular motion.

Loan terms and agreements were discussed. The CEO will forward a copy of the template to the Board for reference.

Action Item – CEO to provide the Board with a copy of the loan template.

Action Item – CEO to advise Wagga Wagga MSC to provide additional quotes.

3.7.2. Wollongong MCC

The CEO noted that this loan request would also be provided to the Board to consider via circular motion so that multiple quotations could be considered.

Action Item – CEO to advise Wollongong MCC to provide additional quotes.

3.8. Southern Cross Club Championship

The CEO advised that this proposal has been developed by St George MCC on improving the intermediate pathway between State and National racing. Currently the jump from one to the next is significant and this concept closes that gap whilst creating a genuine pathway and potential to represent their State.

The CEO recommended that the Board approve the concept and refer to MNSW Participation Sub Committee to liaise with St George MCC to build out further.

Moved – Chairperson Bowditch

Seconded – Director Hussey

4. **Matters for Noting**

4.1. **Key Dates**

Chairperson Bowditch noted the key dates –

- Delegates Meeting Online December 7
- Board Dinner December 16
- Office Holiday Closure December 20
- Office Reopens January 4
- Board Meeting January 29
- 2023 Annual Reports Due January 30 (Chair and Sub Committee Chairs)

5. **Finance Report**

5.1. **Finance Review**

Director Cheney advised that the FRAP Committee met on 27th November 2023. Participation has increased and the Committee is hopeful for grant funding to be received prior to the end of 2023. MNSW is on track to deliver a cost neutral budget.

6. **Forthcoming Strategic Decisions**

6.1. **Chair's Update**

6.1.1. **Reviews – Recapitalization/Licensing**

Deputy Chairperson Cheney noted that she will be meeting with Director Hussey and the CEO to discuss this further. This was discussed at FRAP on the 27th of November and the MA Strategic Plan is being extended by six months.

Action Item – Director Cheney to schedule Meeting with Director Hussey & CEO regarding Licensing and Recapitalisation.

6.2. **MNSW 23-25 Strategic Plan**

Chairperson Bowditch advised that this will be postponed to the January meeting, with an action for Director Lieblich to present his updates to the Strategic Plan Scorecard.

Action Item – Director Lieblich to present the updates regarding the MNSW 23-25 Strategic Plan Scorecard.

6.3. **Sub Committee Updates**

6.3.1. **Governance**

Chairperson Bowditch advised that the Constitution would need to be reviewed ahead of the 2024 MNSW AGM. Chairperson Bowditch also noted that Brett Redman had feedback surrounding the Constitution and will liaise with him on this in readiness for the 2024 Constitution update.

Action Item – Chairperson Bowditch to liaise with Brett Redman regarding the MNSW Constitution update.

6.3.2. Finance, Risk, Audit and Properties

Director Cheney advised that the FRAP Committee were currently exploring options for the MNSW office to relocate to the Sport House at Sydney Olympic Park. A clear strategy is required so this can be pitched to the community.

6.3.3. Participation

Director Hussey advised that the Participation Committee has a list of people contacted as part of the female participation reference server. There are also several people who have expressed interest in being part of the Participation Committee. This is currently being worked through and people will be contacted in the coming week with a shortlist created.

6.4. Sports Committee Meeting Minutes

The CEO advised that a summation of the meeting minutes was provided in the Board papers.

7. General Business

7.1. Wakefield Park

The CEO advised that there were no updates.

7.2. Social Media Engagement

Chairperson Bowditch queried whether there was a policy on promoting events. Director Cheney, the CEO and Chairperson Bowditch discussed this. The CEO explained that there is no specific policy however events are advertised in line with the MNSW content calendar. Following discussion, it was agreed that MNSW implement guidelines for promoting events.

Action Item – MNSW to develop and implement guidelines for promoting events.

8. Meeting Close

8.1. Chairperson Bowditch thanked the Board and CEO for their contributions to the meeting. The meeting was declared closed at 8:44pm.

8.2. Matters Arising

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3	31 Jul 23	CEO to develop and include high concerning top 10 risks within future Board packs.	CEO	In Progress
4	4 Dec 23	CEO to provide the Board with a copy of the loan template.	CEO	In Progress

5	4 Dec 23	CEO to advise Wagga Wagga MSC to provide additional quotes.	CEO	In Progress
6	4 Dec 23	CEO to advise Wollongong MCC to provide additional quotes.	CEO	In Progress
7	4 Dec 23	Director Cheney to schedule Meeting with Director Hussey & CEO regarding Licensing and Recapitalisation.	CC	In Progress
8	4 Dec 23	Director Lieblich to present the updates regarding the MNSW 23-25 Strategic Plan	IL	In Progress
9	4 Dec 23	Chairperson Bowditch to liaise with Brett Redman regarding the MNSW Constitution update.	MB	In Progress
10	4 Dec 23	MNSW to implement guidelines for promoting events.	CEO	In Progress