



BikeNZ Road and Track Council Meeting

23 February 2014
8.45 am Auckland, Koru parking

MINUTES

1. Welcome

IA welcomed Graham Bunn to the meeting.

An update given on letter that the Member Organisations had written jointly to the BikeNZ Board, which had been well received by the Board

2. Present:

Ivan Aplin (IA), Steve Canny (SC), Garry Bell (GBe), Mark Ireland (MI), Steve Hurring (SH)
Graham Bunn (GBu)

Brian Roulston (BR) arrived at 9.00am

Dave Osten (DO) arrived at 9.10am

BikeNZ Interim CEO Brian Broad (BB) arrived at 9.30am

3. Apologies : Mike Sim (MS)

GBe /SC Accepted

4. Minutes of previous meetings

Minutes of Phone conference call, 25 November 2013

“Accepted as a true and correct record”

SC/DO CARRIED

5. Matters arising from previous minutes.

5a - Traffic Management presentation – IA update. Hard to pin down Stuart Fraser, so no further progress as yet. Need to be able to report on progress so far at AGM. Clubs have identified this as an issue and cost to them in the survey.

5b - CNZ Constitution changes - SC Update. A Draft of changes was circulated this week. Agreed that it would be best to await upcoming BikeNZ Constitution changes first, to avoid conflict. SC spoke to a few clauses that are proposed in our Constitution. Clarification on some of the wording changes, in particular the difference between “in consultation with” and “in conjunction with”. An Incorporated Society must be able to indicate it’s own ability to carry out its stated functions.

5c - Selectors and Terms of Reference– GBe Update – Received this week. Selection system has changed. Process drafted with Byran Simmonds, Amy Taylor & Garry Bell. Independent person on Panel. BRT still has to be consulted. Both Junior & Senior Selectors process now in one document.

“That a letter be sent to Kirsty Fleming to thank her for her service as Selector”

GB/DO CARRIED

“That the Selectors Terms of Reference be adopted”

GB/BR CARRIED

5d - Streamlining & alignment of categories & fees across the country – Graeme Bell has been assisting BikeNZ (from outside Council) after being spoken by BikeNZ to about being involved. Fits into review of membership structure and AGM feedback and reports/papers from MOs.

5e - Membership Database access for Presidents refer general business – Reports out of database. BB said there is a project in place to look at access. SC noted it is a legal obligation on an Incorporated society that it has access to a register of its own members.

5f - Service level agreement – Refer to General bus.

5g - Technical Panel ToR - No progress

5h - Awards AGM – Cover under AGM

5i – Change in U17 Rollout – No response to letter sent to schools regarding the change. BRT members have been notified of the change, to occur after the Queens Birthday Tour in Taranaki.

6. Ratification interim decisions/ ratification / discussion

6a Graham Bunn co-opted onto Council to assist in the Junior Dev Area and membership

SC / BR CARRIED

6b Ratification of letter from MO's to BikeNZ Board as per the following:

“That the President be authorised to enter into discussions with the BikeNZ and the BikeNZ Board on the following matters:

- a. Governance – the issues around the election and tenure of Board Members in conflict with Constitutional requirements, as raised by Ivan with Richard Leggat in 2013.
- b. Appointment of CEO – follow up regarding a formal response to the BRT letter in support of Brian Broad and our request for consultation in regards to the appointment of a new CEO
- c. BikeNZ Constitution – follow up from the BikeNZ AGM where the Board agreed to meet with the MO's to discuss changes to the Constitution, Membership and Representation
- d. Confirmation of the Business Plan and that its implementation will be followed through by any new CEO

AND “That the President be authorised to participate in the drafting of a letter to cover the issues in the aforementioned motion, in conjunction with the Chairs of MTB, BMX and School Cycling, with that letter to be sent to BikeNZ & Board, requesting a formal response and action plan to address the Member Organisations concerns.”

MI / SH CARRIED

7. CEO report (BB)

IA asked about conflict of sponsors at venues. BB has written to HoC about clean stadiums for major events, how feasible and what conflicts may exist, what arrangement have been made by HoC.

Women's Tour and UCI World cup are outside current funding, but SportNZ may fund from their major events budget. Dec for UCI event, HP wanted Jan, but Australia prefer Dec so they can attend both rounds.

BikeNZ Board - IA spoke to possible conflict of interest, BB confident any potential for that will not occur. Some good people have indicated an interest in coming onto the Board.

Membership information – growth is currently positive, no breakdown on whether it is Road and Track, MTB or BMX where the growth is coming from.

True Club membership numbers not being reported (i.e. clubs have members who do not hold BikeNZ memberships of any type) – this is a concern, for numerous reasons, in particular when approaching sponsors or talking to Sport NZ, as our numbers are possibly half what the reality is. BB thinks structure is not right and this is a disincentive. BB has asked for simpler structure.

Elite Roads – new timing system- funded by a new BikeNZ sponsor. EOI gone out for Elite Road post 2016

MTB – more engaged in licence process than previously

SC asked if BB had any suggestions as to what BRT should be doing or initiatives. BB has some ideas, but will discuss these at another time.

BBs contribution in his short time as Interim CEO was acknowledged by the meeting

8. Annual General Meeting (Combined codes and BikeNZ)

Date set for the weekend 24 & 25 May

Venue is Cambridge at the AvantiDrome/St Peters College.

Jason Watkins will be the BikeNZ co-ordinator

SH to sort out Awards and get underway – send to BB

Annual Report discussed, BikeNZ looking at something simpler and more streamlined. Rowing used as an example. Still needs Presidents report and BRT financials within main document.

Discussion held on awards.

Timeline for the AGM

2014	Timeline (last possible dates)
	Nomination & Remit forms & award nomination requests to be sent out to country, along with information on possible Council structure/make upcoming year and any other info
28-Mar-14	that Council wants to get known before the AGM
	Last Day for nominations/remits/business to be received by BikeNZ from Centres (and
11-Apr-14	also for Councillors reports for Annual Report – these could even be a week earlier)
2-May-14	Target date for completion of Agenda and Annual Report
9-May-14	Last day to have Agenda and Reports send out to Centres / Clubs / Life Members
24-May-14	AGM

Forum – how to sell benefits of membership, streamline memberships. How to get the undeclared members signed up with BikeNZ – standardisation, alignment and admin

9. BikeNZ Board Member summary

Appointed Members

- Richard Leggat – original term (inaugural Board member, appointed 2009) 2 years, re-appointed in 2011 for 4 years to 2015
- Craig Moffat – original term (inaugural Board member, appointed 2009) 4 years, re-appointed in 2103 for 4 years to 2017
- David Bennett– original term (inaugural Board member, appointed 2009) 3 years, re-appointed in 2012 for 4 years to 2016
- Tony Mitchell – appointed on Barb Insull’s retirement in 2013 (appointed 2010, expiry 2014) – Tony is appointed until 2014 and will be eligible for reappointment for 4 years

Elected Members

- Graham Sycamore – elected on Bruce Northwood’s retirement in 2013 (elected 2009, expiry 2013) – Graham is elected for 4 years to 2017
- Robyn Wong – elected on John McDonnell’s retirement in 2013 (elected 2011, expiry 2015) Robyn is elected until 2015 and will be eligible for re-election for 4 years
- Shane Bradley – co-opted on Jenny Peploe’s retirement in 2013 (elected 2012, expiry 2016) – Shane is elected until 2016 and will be eligible for re-election for 4 years.

One Elected position (Don’s retirement) remains vacant. That position should be filled this year for a term of 4 years. Note also that Shane Bradley has given notice of his intention to resign at the AGM. TWO Positions to fill

BB indicated that the skills required are HR, IT Marketing, management processes

Priority for BRT should be to get constitution reviewed and made less master/servant and valuing relationship of MOs. Formalise our right to influence and be consulted.

10. General Business

10a – The meeting acknowledge Graham Sycamores Lifetime Achievement award at the Halbergs and Sarah Ulmers induction into Hall of Fame.

Letter to be sent to both, from President.

10b - Junior National Point Series

Jersey for last year being sorted

MS had completed review and made recommendation to approve and needs ratification.

General feeling is that the series is too long, with the series starting in December and finishing in October – 10 months. Something shorter and sharper would be better for competitors and the series

DO updated meeting on JD Panel discussion on the Series. Felt that series needs a rename, so the concept and value can be enhanced. It also needs to fit with whole JD plan.

Further discussion to be had by JD Panel at Age Group Champs. Agreed to put the series on hold, pending the report from the panel. BikeNZ to look for a sponsor to make a much more appealing series. Once format and criteria have been agreed upon, Clubs will be invited to apply to be part of the series.

Other issues to be considered are what benefits there will be for a sponsor if series is done over fewer events. Possibly look to finish series at Club Road Nationals

Update to be advised to the current participating clubs by IA and to the country, in the next Presidents newsletter.

MS/SH CARRIED

10c - Calendar management/Event endorsement

To be covered in SLAs.

Portal for registering events

Endorsement, papers written, but needs to be checked and looking at implementation with a review panel.

Intent is to include review of Commissaires performance at endorsed private events

Commissaires costs to also be part of endorsement – often there is no payment towards costs incurred by our officials

Ensure BikeNZ logo affixed only to approved and properly organised events.

10d - Tender of champs

Elite/U23 Road Nationals – call for expressions of interest for post 2015 has been done

Criterium Champs - Great showcase for cycling. Need to think about how to tender, or roll it over. Confirmed that it's in Auckland for 2015 (held in 2014).

Tier 1 Event 27th/28th Sept

Oceania 1st week in October

Review of this year's Elite/U23/U19 and Age Group Track Champs to be undertaken, as usual, as part of looking at allocation of these events in 2015 and beyond (see also point 11c below)

10e – Newsletter

Good feedback and the chairman intends to do more regularly

10f - Club Survey results – SC

Some good information collated, disappointing that not all clubs took part.

Difficulty in getting club addresses – inaccuracy in contact information is a concern.

Not sure people fully understood what hours and costs to put down, as these seemed to be light

Results to go to all clubs, also ask other clubs for info. Put out in next newsletter

Write to BB, create awareness of work done at grass roots levels by our clubs.

Top 3 issues need to be drilled down into.

10g - BikeNZ staff contact – Harassment of staff by some members.

BRT to take more active role in dealing with these incidents - Intent is to advise President and a course of action determined.

10h – Council Meetings – booking of air tickets.

BB advised this needs to go through staff, not by Councillors directly and Brian is looking at internal processes to manage this better and to get better prices

10i - UCI events – NZ rider issues at recent Tour.

The rules were discussed and that the organiser had been advised prior to these riders arriving back in NZ. Possibility of development teams entered into these Tours, as these are permitted under the rules where riders are already in trade teams. Cost may be an issue however.

10j - Rider waiver form for National Track Champs

This is covered under the Regulations and licencing system, so is not required. It had created some confusion for Centres and riders. BB to follow up with the office

10k - Life members – copy of minutes

It appears that Life Members have not been receiving copies of Council Meetings. BB will check with office to get them on the circulation list. BB advised that Life Members will be offered free tickets to the Elite Track Champs

10l – Graham Sycamore intends to retire from the position of Oceania General Secretary. An opportunity to put some names forward from NZ to continue our representation. Some names discussed.

BB said that letter should go formally, asking on role and vacancy etc. Also need to know what the role will be, as it is understood that Tracey Goudry is making some changes.

11. BRT Strategic plans, Reporting and Panel reports.

11a - Trade teams – BR is undertaking a full report/review on building on this.

11b – Technical

Problem with use of the word “Elite”, meaning different things between UCI Licence code and BikeNZ Membership option. Needs to be addressed as part of membership review

Graeme Bell has had numerous meetings in Cambridge to get AvantiDrome operation up to speed. Also attended Tour Down Under to gain insight into finish line systems and timing at this level. Very useful contacts made with senior Australian and UCI officials. All this was done at own expense. IA to talk to BikeNZ about getting some funding towards costs.

11c – High Performance

Regular newsletters, these have been circulated

11d - Events

Crit Champs Chief Commissaires report received - covers issues to be looked into

Elite Road Champs as per MS Report

Age Groups Track Champs – has gone back a day from original dates, in part due to making better use of the weekend for local volunteers, who have given up a lot of their own time in recent months. Caused some issues for those that had booked travel, but it was noted that Road Champs always finish on Sundays, for the same reasons.

Track Champs Venues 2015 - Review locations etc after this year’s two track champs, to help determine where 2015 champs will be.

Club Roads 2014 all in place, entries have opened and website up and running

Club Roads 2015 – email received asking if other locations will be considered, as another club had put forward a proposal. Noted that the locations had been put out for expressions of interest and were chosen on their merits, so will remain as advised. The proposal will be looked at for one of the future events that has yet to be allocated.

11e - Junior Development/coaching Good results

Excess baggage issues over windtrainers, a parent had arranged intervention in organising. Discussion on the current JD programme, with various views expressed

13 Service Level Agreement

The proposed service level agreement was worked through, to check it was still valid, before presenting to BikeNZ

Meeting closed 3.55pm

Date and time of next meeting: Saturday 24 May Pre AGM, AvantiDrome, Cambridge