

		MEETING	Yachting Australia Federal Assembly	
		DATE	Sunday 7 August 2005	
		TIME	1000-1600	
		VENUE	Park Hyatt Hotel, Melbourne	
		AGENDA	MINUTE	ACTIONS
0930	A	ATTENDANCE AND APOLOGIES		
		<p>Attendance: Andrew Plympton President Fred Bevis David Kellett Wally Rantanen Tom King</p> <p>Phil Jones CEO Cheryl Recording Zilverschoon Secretary</p> <p>Wal Wardle YNSW Delegate Chris White YQ Delegate Odile Anderson YQ Observer Don McMichael YACT Delegate Peter Russell YACT Observer John Burgess YV Delegate Ross Kilborn YV Observer Nick Hutton YT Delegate Bob Silberberg YT Observer Allen Walters YSA Delegate John Woollatt YSA Observer Bob Heywood YSA Observer Gary Martin YNT Delegate Matthew O'Brien-Punch YNT Ob Rupert Leslie YWA Delegate Alan Tough YWA Observer</p> <p>Apologies: Adrienne Cahalan John Allanson David Tillett John Flower</p>	<p>The President on behalf of the FA thanked the CEO and staff of Yachting Australia for their efforts and hard work in making the weekend of National Meetings and the Awards evening a success.</p>	

B. MINUTES OF THE LAST MEETING		
	To receive the minutes of the meeting held on 11 February 2005 – to follow	The minutes of the meeting held on 11-02-05 were accepted as a true record and signed by the President.
C. MATTERS ARISING		
	To consider any matters arising not otherwise dealt with in the agenda	There were no matters arising that were not dealt with in the agenda for the meeting.
1. COMMITTEE REPORTS		
	To receive reports and key recommendations from the various National Meetings held on 5/6 August	<p>OKPC - David Kellett - Discussion had taken place regarding the Australian Offshore Championship (AOC). The OKPC was recommending that the AOC be maintained at three venues being Hamilton Island, Sydney and Port Phillip as part of existing events. The AOC were recommending that the concept of a points score or series of offshore events also be pursued.</p> <p>National Youth Committee - Nick Hutton - Good inaugural meeting with all MYAs represented. Agreed the process for the development of a new. National Youth Development Policy - changes had been recommended to the Code of Conduct for Australian Youth Championship. Recommended strong representation to ISAF against the use of the 29er at the 2007 ISAF World Youth Sailing Championship, principally because of the disruption changing equipment causes to local programs.</p> <p>National Training Committee - Fred Bevis - Meeting was conducted in good, positive spirit. A program had been mapped out to re-establish training as a core business of the MYAs and Yachting Australia. Key issues had included:</p> <ul style="list-style-type: none"> • Reviews of project timetable, certificate structure, and marketing opportunities • Promotion and benefits of MyCentre and to how best to bring YATC on board • Certification processes and need for further discussion and consultation • Marketing material to present a better badging on YAI programs • Accreditation and re-accreditation of instructors • Safety and Sea Course review • Structure of the Yachting National Cruising Scheme <p>The President expressed satisfaction with the progress being made with training, following the agreement by the Federal Assembly that this was a core issue for the Federation.</p> <p>National Sailability Committee - Bruce Dickson - The President welcomed past President Bruce Dickson to the Federal Assembly. BD advised that the NSC had some concerns over the process of selecting the equipment for use in the third event at the Paralympic Games. Sailability was continuing to develop internationally, with Sailability Australia playing a pivotal role.</p>

		<p>Executive Officer's Meeting - Phil Jones – The CEO reported that:</p> <ul style="list-style-type: none"> • The Operations Plan 2005-06 had been was circulated for information and comment • Participation issues had been considered at length with Xos reporting status • Option for production of boat show stand under consideration • Presentation from Bellevue IT on MyClub II - need for extensive training and support to maximise benefit • Updated Corporate ID guide circulated with guidelines use of brand • Communication between Yachting Australial and the MYAs was discussed. Considerable information that could be better shared. More face to face meeting desirable. Initial workshop to be held in November in SA for MYA XOs. <p>Athlete's Committee – Tom King – Excellent meeting of new committee. TK welcome the fact that more athletes were participating in the governance of the sport. Yachting Australia were seen as leaders in this area.</p>	
2. STRATEGIC PLAN			
	<p>To note the 2005-09 Strategic Plan agreed by the Federal Assembly on 11 February 2005.</p>	<p>The CEO advised that the following the last meeting, the revised draft Plan had been circulated. Following the acceptance of a minor amendment put forward by YWA, the Plan had been finalised and written confirmation of support from each MYA obtained. The Plan had been posted on the website. The Plan had been submitted to the ASC by the deadline. This had been subsequently supplemented with a version of the Gold Medal Plan.</p> <p>It was agreed that the schedule for the on-going review and updating of the Plan, initially proposed by the Strategic Plan Working Party, should be developed in line with the meeting schedule (see AOB).</p>	CEO
3. MEMBERSHIP ISSUES			
	<p>To receive the recommendations from the Working Party and discuss options for the membership and capitation</p>	<p>The President introduced the item commenting that the matter had been the subject of considerable debate amongst the Federal Assembly for a long time. The objective was to find a way for the MYAs to properly fund Yachting Australia on a fair and equitable basis. A Working Group had been established at the Presidents Meeting at the beginning of July, with Tom King in the chair, to make recommendations to the Federal Assembly.</p> <p>TK thanked the President and advised that the Working Group had conducted its affairs with a high degree of cooperation and good will. He thanked everyone involved. A paper containing background and the recommendations of the Working Group was tabled to the meeting. The paper is lodged with these minutes. TK spoke to the key issues.</p> <p>TK noted that from a Yachting Australia perspective there was strong rationale to continue a compulsory individual scheme on a national basis. There is a strong push from the Federal Government that sport should take responsibility that their participants, having appropriate insurance cover and other mechanisms in place. The President advised that the expectation was that Sport should protect itself in relation to insurance and risk normally under a national program. However that this was not a view shared by all MYAs.</p>	

			<p>TK recommended that the Federal Assembly endorse the proposed framework and invite the Working Group to consider the detail and implementation arrangements in further detail. The next step must involve further consultation with the MYAs and Yacht Clubs.</p> <p>The President urged that the Federation move forward on an agreed basic concept. He suggested any issues on which there was not unanimity should be removed from the proposals and discussed separately.</p> <p>A number of MYAs questioned the complications that may result from part 3 of the paper. It was again acknowledged that the key was to get the basic structure in place then look at how insurance and other aspects might be incorporated. At the same time, any change must occur as part of a single initiative. It was not desirable to make further changes once the new system had been introduced.</p> <p>The President asked the MYAs to give consideration to what systems should be used in assessing the amounts payable by each MYA. A number of options existed. It was clearly desirable for the percentage breakdown to be established using third party data, such as breakdown of population amongst the states and territories. It was recognised that there may be some need for transitional arrangements. The President urged that by keeping the matter simple, we should find a resolution without lengthy debate.</p> <p>The President YACT expressed concern that Yachting Australia shouldn't be locked into base figure that had no capacity to expand. YACT had held the view for some time that YAI are under-resourced by the MYAs and there needs to be an opportunity for the case to be made for a change in the level of support, not just based on the CPI.</p> <p>The President supported the comments, noting that a level of income in excess of \$750,000 per annum in subscription income was more realistic to run the affairs of the Federation. The necessary increase, if agreed, might be achieved in a number of ways including an increase on the competition card costs from \$5 to perhaps \$8.</p>	
			<p>RESOLVED THAT:</p> <ol style="list-style-type: none"> 1. An affiliation fee, payable by each MYA to Yachting Australia be introduced to provide appropriate revenue to fund the services provided by Yachting Australia. 2. An individual participation card (or similar) be introduced at a low cost but as a requirement for all those competing in yacht racing. 3. The recommendations of the Working Group be accepted as follows: <ul style="list-style-type: none"> • Federal Assembly endorsement of proposed approach • Consultation with MYAs and key YCs • Individual reviews of MYA funding structures (e.g. YV, NSW) 	

		<ul style="list-style-type: none"> • Refinement of Part One and Part Two fee structures • Further investigation of opportunities for Part Three fees • Fully developed membership proposal including implementation plan • Ongoing communication to all stakeholders (MYAs, YCs and participants) of Yachting Australia services and funding structure 		
4. JUNIOR SCHOOL SAILING STRATEGY				
	(a)	<p>To consider the principles for the development of a National Junior Schools Sailing Strategy</p>	<p>The meeting received a paper entitled "Primary Schools Sailing Program".</p> <p>The President noted the current commitment of the Federal Government to sport for young people and in particular the allocation of over \$100 million dollars to the After Schools Program and related activities. Primary school sports education is critical in all States and Territories. The Federal Government was looking to National Sporting Organisations to provide the impetus to these activities.</p> <p>The President welcomed Simon Groser who gave a presentation on the background, structure and activities of the Newport Foundation. A copy of the presentation is lodged with these minutes. SG responded to number of questions:</p> <ul style="list-style-type: none"> • On charges, the NF currently levied a fee of \$25 per week for 8 weekly sessions. There was some discussion as to whether this price point was sustain in other parts of the countries. • On insurance, SG noted that schools had insurance to cover extra curricular activities that extended to the sailing program. <p>The President thanked SG for his presentation. He noted that the issue of Primary School Sailing was identified in the Yachting Australia Strategic Plan.</p> <p>In general, the MYAs supported the initiative and sought to progress the relationship with the Newport Foundation</p>	
			<p>RESOLVED THAT:</p> <ol style="list-style-type: none"> 1. Yachting Australia work with the MYAs and other stakeholders to develop and agree an initial plan for the development of Primary School Sailing Program. 2. Based on this plan, the offer of the Newport Foundation to support the development of a detailed Business Plan be taken up. 3. With the Business Plan complete, Yachting Australia work with the Newport Foundation to secure funding for the Program. 	

5. Participation			
	To receive a presentation on OnBoard from the National Development Officer.	<p>The CEO introduced Patty Padilla, National Development Officer for the OnBoard Program. Patty had been in the role for approximately 3 months. She had been and still was State Development officer in SA. She had provided considerable impetus to the Program, both in SA and the other States where the Program operated.</p> <p>Since Patty's appointment a number of new initiatives had been developed. The implementation of the work that Patty had done was partly dependent on the ASC continued funding. Patty was invited to present the initiatives developed to date.</p> <p>The President thanked and congratulated Patty for her enthusiasm and her presentation.</p> <p>WR commented that there were 3 states involved in PP's report and asked if there were any other states wanted to become involved. PP replied that YQ has expressed an interest in the Program and YNSW will go with it if there is national support.</p> <p>The CEO noted the uncertainty of continued funding for the OnBoard program from the ASC. At the same time, the Strategic Plan committed Yachting Australia to a number of participation related initiatives. The CEO advised that Yachting Australia were required to produce a report for the ASC by 14 August. Yachting Australia should have a response by mid September regarding on-going support.</p> <p>There was a general view that irrespective of the support of the ASC, it was important that Yachting Australia and the MYAs continued to provide support to both clubs and YATCs that could assist in developing participation in sailing and in increasing membership. If the ASC funding was not forthcoming, a business case would need to be developed as how key participation initiatives would be maintained.</p> <p>RL expressed the view that OnBoard has been included in the Strategic Plan on the basis it would be supported through ASC funding. There were no grounds for it being funded from core revenue. If Yachting Australia were going to divert core revenue, he felt this needed to be discussed again by the Federal Assembly.</p> <p>The President noted that Yachting Australia could not make any decision until they received a reply from the ASC on their funding submission.</p>	CEO
+ 6. FINANCE			
	(a) To note the financial report to the end of June 2005 - attached	<p>The Treasurer advised a surplus of \$401,000, prior to any adjustments required by the auditors, against a budgeted surplus of \$66,000. The Treasurer advised that the Auditors will be in the Yachting Australia office next week to audit the books.</p> <p>This surplus had been achieved principally by Yachting Australia running at lower staffing levels than anticipated, with the associated savings in general expenses and additional income from the Blue Book advertising and sales.</p>	

			<p>The CEO briefed the Federal Assembly on Payroll Tax appeal being heard through the ADT of NSW. Yachting Australia had been asked to bring evidence that they were involved in training. The CEO had provided an affidavit and support materials. The hearing was scheduled for 26 August. If the outcome was favourable it was likely that partial exemption would be obtained for that element of the payroll linked to training outcomes.</p> <p>The President thanked Treasurer. The Federal Assembly noted that the presentation by the Treasurer of the financial report to the end of June 2005 be accepted subject to Audit.</p>	
	(b)	To receive and approve the budget for Yachting Australia for the financial year 2005-06 - attached	<p>The Federal Assembly received the budget for 2005-06. The Treasurer advised a budgeted surplus for the year of \$40,000. There had been a restructure of the cost centres broadly in line with the changes made to deliver the agreed Strategic Plan. The Treasurer advised there are 4 major areas:</p> <ol style="list-style-type: none"> 1. Training 2. Sport Services 3. Olympic and Paralympic 4. Business Management <p>For ease of acquittal, the high performance activity supported by the ASC was shown separately to the Sport Services budget, giving a fifth area.</p> <p>There is a forecast for a Training deficit this year of \$79,000 including sport income. The Board made a commitment earlier this year to support the training function, consistent with the objectives in the Strategic Plan.</p> <p>RL asked the Treasurer to provide details on:</p> <ul style="list-style-type: none"> • <i>the reduction \$200,000 in the Grant income from the previous year.</i> The Treasurer advised it was mainly OnBoard as no amount had been budgeted. • <i>the doubling of catering costs over the previous year.</i> The CEO advised that two Yachting Award functions would be held during this financial year. • <i>50% increase in consultants in the light of advice that new staff had been recruited</i> - the Treasurer advised the major costs were in relation to GMP review and some of the training areas. • <i>Increase in insurance by \$60,000 over the previous year</i> - The CEO to look at this and revert to RL 	CEO
			<p>RESOLVED THAT:</p> <p>The budget for the financial year 2005-06 be accepted by the Federal Assembly.</p> <p>Moved: President YQ Seconded: President YWA</p>	

7. ANNUAL GENERAL MEETING		
	To note plans for the AGM to be held by phone on 14 October 2005 – Board paper attached	<p>The Federal Assembly received a paper drafted by the CEO addressing two questions:</p> <ol style="list-style-type: none"> 1. The impact of holding the AGM by teleconference 2. The process for the election of Directors. <p>There appeared to be no encumbrance on holding the AGM by teleconference. In response to a question, the CEO explained that the timing of the AGM was driven by the fact that Yachting Australia received a preferential audit rate based on the audit not being carried out immediately after the year-end. This prevented the AGM being held closer the year end.</p> <p>The Constitution allows for the ballot papers to be returned by fax. The Board had resolved that the ballot papers should be sent out in such a way that they can be returned and remain secret. The option would be with the MYAs if they wished to use this facility or return the ballot papers by fax as provided for in the Constitution. The CEO confirmed that nominations sent by fax were also acceptable.</p>
8. DEFERRED FROM MEETING ON 11 FEBRUARY 2005		
8.1	Trailable Yacht Committee	ITEM REQUESTED BY YSA
	Item previously discussed by FA and Board	<p>The Presidents of YSA and YV spoke in favour of the establishment of a National Trailable Yacht Policy Committee. Both felt that there were matters specific to this particular area of the sport that would benefit from discussion and resolution at National Committee, made up of delegates from the MYAs. As an example, it was hoped that Yachting Australia might lobby for consistent towing regulations in each state and territory.</p> <p>The President of YV offered to provide details of the original submission made in 2002 but declined by the Board at the time. The Terms of Reference had been developed along the lines of the OKPC with a few minor changes of a technical nature to accommodate trailable yachts.</p> <p>At the OKPC it had been suggested that off-the-beach and trailable yachts could be covered by the OKPC or that the OKPC terms of reference could be rewritten to cover these activities. The Chairman had agreed that he would put this proposal to the Board.</p> <p>Before putting the matter to the Federal Assembly, the President invited DK, Chairman of the OKPC, if he agreed a separate group should be created in this area.</p> <p>DK supported the proposal, advising that the OKPC had plenty of work to do. The Board needed to determine what types of boats should be included, addressing Sportsboats in particular. DK noted that JB had alluded to an issue that YQ has with the offshore multihulls. They were looking for the appropriate forum to address any issues that they might have.</p>

			<p>RESOLVED THAT:</p> <p>Yachting Australia should form a National Trailable Boat and Sports Boat Policy Committee.</p> <p>Moved: President YSA Seconded: President YV.</p>	
	8.2	Adoption of Member Protection Policy	ITEM REQUESTED BY YSA	
		Paper and draft Member Protection Policy attached	<p>Since the Agenda was distributed, Yachting Australia had received confirmation of a special grant under the ASC Management Improvement Program targeted at the development and roll out of a National Member Protection Policy (MPP). The CEO advised that this requirement had been identified in the Yachting Australia Strategic and Operations Plans.</p> <p>The Federal Assembly had previously discussed the issue and it had been agreed that a single National MPP was desirable. The main issues related not to the development of the MMP itself but it's consistent application throughout the sport.</p> <p>The President noted that continue funding from the Federal Government was conditional upon the sport having an MPP in place. It was another example of the expectation that issues in sport should be managed within the sport. This meant having the appropriate mechanisms in place to deal with issues and when they arose.</p> <p>RL requested that Yachting Australia look at the requirements of DSR in WA as YWA received significant funding from them. The CEO noted that requirements did vary between the various state departments.</p>	
	9.	OTHER BUSINESS		
			<p>National Officiating Program Review - In response to a question, the President noted that the scope for the review of the National Officiating Program was to be considered by the Board at their meeting on 14-10-05. Given the work needed to develop and revitalise the National Training Schemes, the role of the Training Business Unit in this area would be limited, at least in the short term. The review would include the functions of Race Officers, Judges, Umpires and Measurers. The MYAs would be fully consulted during the review process.</p> <p>MyClub compulsory fields - In response to a question, the need for additional compulsory fields for completion by clubs was considered. There was concern that such a requirement might reduce use of MyClub tools. The suggestion that there be "nil" field as a response was agreed to have merit and to be worth considering.</p> <p>Scheduling of National Meetings and Federal Assembly - It was suggested that the scheduling of meetings should be reviewed, particularly with a view to committees meeting in order to make recommendations to the Board that could then form the basis on submissions to ISAF by the closing date of 1 August. Annual reporting requirements, the review of the Strategic Plan and scheduling of the Annual Yachting Awards should all be taken into account. The CEO agreed to review the meeting dates and revert to all MYAs with recommendations.</p>	<p>CEO</p> <p>CEO</p>

		<p>Closed Meetings - It was agreed that the Board should review the need for some meetings to be “Closed” and the procedures for National Committees.</p> <p>The President addressed those MYA Presidents who were attending the Federal Assembly for the last time, and on behalf of the Board and Yachting Australia, thanked them for their participation. Departing MYA President’s included:</p> <p>YQ President - Chris White YACT President - Don McMichael YWA President - Rupert Leslie</p> <p>The President thanked the Federal Assembly for their consideration, participation, input and assistance has been greatly appreciated.</p>	
	10.	DATE OF NEXT MEETING	
			The meeting concluded at 2.45pm

Federal Assembly Minutes

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