

MEETING SUMMARY 4/2020 SUMMARY OF AOC TELECONFERENCE HELD 14 APRIL 2020

This Summary is an edited highlight package of the Minutes

Enquiries are to be directed to the Commission Executive Officer

This Summary Issued by the Commission Executive Officer to:		
Motorsport Australia Board Chair	State SCDOs	General Manager Motor Sport
State Council Chairs	AOC Commissioners	
Relevant State Panel Chairs	CEO	

Commissioners

Trevor Neumann	TN	QLD	2020-2022 Chairperson	Janelle Orrock	JO	SA	2019-2021
Rob Thiry	RT	SA	2018-2020 Deputy Chair.	Lynn Rattray	LR	TAS	2019-2021
Ewan Cole	EC	VIC	2018-2020	Tony Thorne	TT	NSW	2020-2022
James Holbeach	JH	WA	2020-2022	Noel Tippett	NT	VIC	2018-2020

Board Member Portfolio Holder

Laurence Svenson

Administration

David Mori	Motorsport Training and Operations Executive
Ainslie Gardner	Executive Officer – Motorsport Australia Officials Coordinator

PERSONNEL

Due to the effects of COVID-19 Ainslie Gardner will retain the role of Executive Officer of the AOC for the time being.

BUSINESS ARISING FROM THE MINUTES

Minute 0602: OFFICIALS APPAREL POLICY

A 'Safety Briefing and Site Induction Notes For Officials' document was distributed to Commissioners for comment.

When issued this document will be a standard briefing statement to be read by organisers at event briefings on the safe actions to be taken by officials when attending a vehicle fire is being finalised by the Commission. This document will be issued to organisers with the Motorsport Australia Permit.

Minute 0603: CURRENTLY ACTIVE OFFICIALS LICENCE TYPES - REMOVAL OF DORMANT LICENCE TYPES

A Board Decision Paper was presented to the Commissioners which outlined the following proposed changes to the officials licensing structure:

- remove the subcategories for Circuit and Off Road licences;
- remove a further 10 subcategories that are dormant/redundant;
- add Generic Silver and Gold Off Road Licences;
- change the EA Endorsement to a Specialist Event Assessor licence for consistency;
- implement an administrative process for the management of the simplified licence structure by removing the suggested subcategories from the licensing management system so that upon renewal an official will receive the correct endorsement.

These changes would reduce the number of licences from 78 to 39 and this would have an added benefit in a reduction in licence printing for so many subcategories – thus saving the cost of printing and replacing licences, as well as the time and financial resource of staff who perform this task.

The Paper outlined the background and details of the proposal and two Tables were attached to the Paper:

- Table One - the proposed licences that would be offered, what type they are and how they are obtained - noting the parallels with the training programs/modules;
- Table Two - showed the licences to be removed and the reason for their removal.

The result of work on this issue is to be presented to the Motorsport Australia Board for ratification.

Minute 0604: BREAKS AND LENGTH OF DAYS FOR OFFICIALS

Still Work in Progress

Drafting a Guideline for promoters to provide breaks and length of days for officials, for submission to the Board for its consideration, continues to be work in progress.

Minute 0605: RECOGNITION OF PRIOR LEARNING AND EXPERIENCE (RPL/E)

The Commission discussed and approved final changes to the wording of the RPL/E section of the Motorsport Australia Licensing and Accreditation Guide on the website.

The current RPL/E information in the Guide is brief and as a result many recent applications have been incomplete and/or inappropriate. The aim of the changes is to provide clarity in the guidance supplied to applications of RPL/E in order to improve the entire RPL/E process, and since the licensing system is competency based it is imperative that the processes involved are thorough and accountability is maintained.

Both the Licensing and Accreditation Guide and the Event Assessors Guide on the website will be updated.

Minute 0607: PROCESS ON APPEAL APPLICATION FOR LICENCE UPGRADES

The Commission determined that a process for an appeal is to initially go through the Motorsport Australia Manager – Training and Officials who will determine what action is to be taken to resolve the appeal. The procedure will be written into the Licensing and Accreditation.

Minute 0609: RE-EVALUATION OF RULES FOR ASSESSMENTS AFTER PARTICIPATING IN MODULES

The Commission is considering event assessors being assessed after they complete an event assessment module.

The Commissioners noted that the event assessors module is the only module that has no physical follow up - currently the module is attended and a low key role play is carried out and the attendee ends up as an event assessor.

Also noted by the Commissioners is the relative poor standard of assessments that have been received over recent years, with many times only the boxes in the assessment form ticked and no further information provided, the excuse being there was not enough space to comment (although the form suggested attaching page/s). Recently the assessment form has been changed to provide some space for comments.

Following discussion it was determined that a post-module assessment replace the current 'Role Play' assessment in the Event Assessor module. Commissioners are to consider this and discuss the matter at another AOC meeting.

Minute 0610: OFFICIALS ACTIVITY POST COVID-19

The Commission discussed the issue that when motorsport resumes after COVID-19 restrictions are lifted there will be many major events (like Supercars, Shannons) conducted in a short period and due to work leave currently being used up and a high degree of individuals facing financial restraint these factors will affect the number of officials who will be available for events - particularly on week days.

There will be the need to recruit new officials and the wide acceptance of website use of apps such as ZOOM provides an opportunity to have potential new officials to undertake to obtain an officials licence by utilising the current Motorsport Australia online course and/or to conduct platforms for attracting officials via ZOOM.

One suggestion for recruiting officials was that media outlet organisations are sure to be seeking something to be involved with given there is no motorsport reporting and there could be an approach to run a promotion for Motorsport Australia seeking officials - a promotion which would provide names of interested people who can then be approached to have an involvement in the meetings/events;

A Working Group was appointed to consider this matter further.

NEXT MEETING/S

Due to the COVID-19 Crisis the Face to Face Meeting on 31 May has been cancelled.

The following Teleconference dates have been established:

11 May	Monday	Teleconference
8 June	Monday	Teleconference
6 July	Monday	Teleconference
3 Aug	Monday	Teleconference
7 Sep	Monday	Teleconference
5 Oct	Monday	Teleconference
2 Nov	Monday	Teleconference
7 Dec	Monday	Teleconference