



GLIDING FEDERATION OF AUSTRALIA

In this document references to Gliding Australia means The Gliding Federation of Australia Inc.

A meeting of the Gliding Australia Board was held on Wed 20th July 2022 commencing at 7:30pm via Zoom.

MINUTES

Executive: Steve Pegler, Lindsay Mitchell, Chris Bowman, Anthony Smith, Jenny Thompson, Richard Frawley, Sarah Thompson, Drew McKinnie, Terry Cubley

Regional Board: Beryl Hartley, Viv Drew, Peter Brooks, Greg Beecroft, Lisa Turner.

Minute Secretary: Peter Brooks

AGENDA

1. **Apologies.** Pat Barfield, Ryan Driscoll
2. **Conflicts of interest.** Possible conflict for Terry Cubley, Jenny Thompson and Lisa Turner re item 17, but the Board felt it was appropriate that they remain in the meeting.
3. **Confirmation of minutes from Board meeting held on 21/22 May 2022.**

MOTION (20-07)-1: *That the minutes of the Gliding Australia Board meetings held on 21/22 May be approved.*

Moved: Peter Brooks, Seconded: Viv Drew. CARRIED

4. Matters Arising

- a. Meeting with Air Commodore Heath re AAFC Warwick. *No update.*
- b. Need to invest in member retention and reducing churn. *Part of our ongoing strategic path.*
- c. Discussion about shared airspace with drones consultation – talk to the drone operators. *To date interaction with drone operators has been positive. We expect minimal impact on gliding ops.*
- d. Waiting for instrument from CASA about access to Class A airspace. *(Refer Item 5.)*
- e. Re **MOTION (22-05)-2:** The board agrees to inform members of:
 - The strategic priority of improving training standardisation through ITP, to achieve better safety outcomes,

- Our intent to assess options and plan improvements to safety reporting systems.

Roll out of ITP to Level 3s and CFIs is underway. It is expected that all instructors will have completed ITP gap training by Dec 22. We need to advise all members of the progress of the ITP.

f. Appeals process

- *Develop a list of 20 names we could draw on in the event of needing people to adjudicate appeals. Have a pool of people with a variety of skills who could be used for appeals.*
- *Need a mediator, an administrator who is an SME.*
- *We need to develop guidelines for an appeals tribunal. Lisa volunteered to put guidelines together.*

g. IT projects: Refer Item 8.

h. Can we improve SOAR reports? *Let's work on it - needs liaison between Ops, A/W, SD and IT.*

i. IGC: The meeting decided that GFA will go back to IGC through Mandy and withdraw our offer to provide simulators. The Board agreed to reverse its previous decision and make the drawings of the simulator available, through Mandy, to other countries, but at no charge with no ongoing responsibility.

j. Member development:

- From Gliding Australia perspective – we are not promoting our new resources quickly enough.....Amanda needs to know what new motions/decisions have been made.
- We need strategies to make it harder to leave, easier to stay.
- ITP is good, targeted email had some success, but we need other strategies, eg to improve some of our communication strategies. Should we start a WhatsApp group or some electronic survey? Maybe a social media strategy?
- Members are not engaging with GFA – they relate directly to their club.
- Can Amanda start club social media strategy?? Can we engage her to look at this?
- Conclusion: Sarah and Steve will chat to Amanda about developing a better Regional engagement strategy.

Refer Item 8.

k. Constitution

- How do we promote the new Constitution? FAQs?
- Implementation date? (this depends on Part 149 implementation progress)
- How do we get a CEO? What advertising is required?
- There will be a transition period – how do we manage that? We need a transition plan before we start promoting the new constitution.
- We need a 'presentation template' for regional boards so that we're all sending the same message.
- Steve asked Board members to submit any final amendments to the draft constitution by Friday 27th May. These will be incorporated into the final document for approval by the Board.
- It was requested that we implement a voting tool to facilitate out-of-session voting.

Refer Item 10 – not all items addressed.

5. Correspondence

- a. Email from ASAC re adoption of National Integrity Framework. *To retain the NSO status ASAC has agreed to adopt the NIF. As part of that, member federations are also obliged to comply with the NIF. Only applies when Gliding Australia can't resolve issues internally .*
- b. Issue of Instrument Number CASA 32/22 – access to Class A airspace. *The instrument has been issued and is tied to acceptance/issuance of Part 103.*
- c. Formal complaint from Northern Territory Soaring (NTS) against Alice Springs Gliding Club (ASGC). *Accusations of harassment, bullying etc. The complaint needs more work – National Member Protection Information Officer (NMPIO) should help. Lindsay will be the complaint handler.*

5. Strategic Plan 21-24 next steps – Jenny

- Jenny will update in the next meeting.

7. Part 149 overview of progress and shortfalls - Anthony

- There has been slow progress with document approvals.
- CASA has provided positive feedback on our complaints handling document.
- CASA queried whether we are legally able to fine our members. This will require clarification.
- Position descriptions are ready for approval.
- Management of change – our document is quite mature and similar to the CASA template.
- Our timeline for submission of the Exposition looking quite tight. We should submit it as soon as we can rather than waiting for 100% compliance. CASA are sure to identify points that will require attention.

8. Update on current projects

- ITP – Roll-out is underway and all instructors should receive gap training prior to end of year.
- ADS-B EC – support and promotion – CASA has delayed acceptance of rebate applications to August.
- IT - What is the plan for improving members' IT interface with Gliding Australia systems to improve efficiency and user experience – The IT review sub-committee has prepared a report that was presented to the CXO, but only occurred today, so too early for a response from the CXO, Richard.
- Communication to members. – The Board agreed to provide information to Amanda on Board decisions. Sarah to liaise with Amanda. Sarah and Steve will talk to Amanda about developing a better Regional engagement strategy.

9. Club development

- How can we better utilise Amanda's skills? – *Planned meeting in the next week will review – Sarah, Steve and Amanda.*

10. Constitutional reform - Steve

- Proposed constitution – The proposed constitution was accepted via an out-of-session motion (via email):

MOTION (20-07)-2: *That the Gliding Australia Board endorses the proposed Constitution version 5.0, dated 15/06/2022, for submission to members for approval at an upcoming General meeting of the Association.*

Moved: S. Pegler, Seconded: D McKinnie. CARRIED

(email date 11/07/2022)

- The current version requires some extra items
 - Add a definition of a 'panel' in the Glossary being, "Panel means an expert group of peers operating in collegiate fashion to achieve prescribed outcomes".
 - 13.16 says "At the Board meeting immediately following the AGM", this to be changed to, "At its first meeting following the AGM the Board".
 - 21:10 says, "A quorum at an AGM or EGM shall be ten Members personally present and at least one from each region." Change to, "A quorum at an AGM or EGM shall be ten Members present in person or by electronic means with at least one from each Region."
- Policy of recruitment and appointment of Women's and Juniors' Board reps. *Jenny will prepare a proposal for how women's voting would occur.*
- Timing
 - AGM to be held first – proposed Wed 31st August.
 - EGM – late October or early November – consider Wed 26th October
- Promotion of proposed constitution to members. To Develop a promotion strategy via a subcommittee.

MOTION (20-07)-3: *That a sub-committee consisting of Lisa, Drew, Greg and Steve be formed to develop a constitutional change promotion strategy.*

Moved: S. Pegler, Seconded: D. McKinnie. CARRIED

11. Department activity updates

Finance - Chris

- Chris will be providing financials at the end of this July which marks the end of the first quarter.
- The Audit is almost complete. There have only been a couple of minor issues.
- Chris is researching answers to two insurance questions and will report shortly.

Operations - Pat

Class E airspace

- Air Services proposes to reduce base of Class E airspace generally from 8500' to 6500' AMSL under the East Coast "J-curve".
- This is better than previous proposal which was to 1500' AGL.
- The proposal won't significantly impact on gliding operations as long as gliders maintain their existing transponder and radio exemptions, however there's no guarantee that the exemptions won't change as a result of the Part 103 Manual of Standards which are being drafted.

- Ops Department (COP, EMO, SM, AAAO) are preparing a submission, the timeline for which closes 12th August 2022

Use of Glider Call Signs

- A problem arose during competitions where gliders were using their competition mark call signs (which is legal on gliding safety frequencies but not allowed on ATC frequencies and CTAFs).
- A number of options are being considered to address the problem:
- Any solution will require:
 - Ops Advice Notice to promulgate the change.
 - Soaring Development and Airworthiness to update the competition marks register with allowable callsigns and advise affected pilots.

IT – Business as usual.

- Business as usual.

Safety

- Lots of work to update the formal safety docs, to be presented to CASA in Brisbane.
- Club Safety Plan and Gliding Australia SMS etc. are available in Safety folders under Documents.
- Covid safety policy has been published.

Airworthiness

- A weekend meeting was held in Melbourne 2 weeks after the May Board meeting, which featured a good discussion on how airworthiness can influence the strategic plan.
- Maintenance safety for electric aircraft was discussed.
- A junior casual worker has spent 2 weeks scanning documents for archiving.
- RTOAs are all busy catching up on workloads which were impacted by Covid travel restrictions.

Soaring Development –

- SD also held a 2 day meeting at the same time as AW.
- The tracker contract has been finalised.

Marketing and Development –

- Amanda's report on the Drive. BAU. We are getting better data on membership leaving reasons.

12. Regional updates

- WA – E-Tug not back, Beverley clubhouse update, training courses eagerly attended.
- VIC – instructor course in planning; AGM 20th Aug; State comps in Bendigo in Feb.

- NSW – We have completed the instructor courses and have 28 new instructors. We will follow up with them and check each 6 months on their progress. The ITP course was attended by all clubs in NSW. At least 2 members from each club.
- QLD – AW training course was held, which was well run. No AGM date yet, Jenny is trying to get people to run instructor training courses.
- SA – No update since last meeting. AGM to be held Sept 24.

13. Clarification and adoption of policy of GFA v Gliding Australia

- It was verified that GFA changed its business name in 2020 to The Gliding Federation of Australia Incorporated, Trading as Gliding Australia.
- Both our marketing and promotion are done as Gliding Australia. The Regions have adopted the same naming principle, eg, Gliding NSW. All references in our Strategic Planning documentation are to Gliding Australia.
- The concern is that we have not fully adopted the use of Gliding Australia in our official documentation and communication with Members and entities external to Gliding Australia. This leads to a lack of consistency with our identity and branding which is damaging to our image and confusing to all.
- It was agreed that wherever possible we should be adopting and promoting the name of Gliding Australia in lieu of the Gliding Federation of Australia or GFA.
- In documents where we need to refer to our incorporated name we should still use the term Gliding Australia throughout the document but it should contain a statement that links the 2 names:
 - Where there is a Glossary or Definitions section it should be stated that, “Gliding Australia means The Gliding Federation of Australia Inc.”
 - At the beginning of a document a statement, as suggested by Lisa Turner saying, “In this document references to Gliding Australia means The Gliding Federation of Australia Inc.”
- It was also agreed that we should not adopt an acronym for Gliding Australia and that in all instances it should be written in full.
- It was also acknowledged that people will conversationally continue to refer to Gliding Australia as GFA.

14. Gliding Activities deemed unsuitable by the Victorian Education Department

- The Victorian Government has decided that Gliding is not an approved activity for school students. The department thinks that it is more dangerous than rock climbing, kayaking etc.
- Viv Drew has written a letter to question the decision.

15. ASAC mid-year meeting 14/07 report

- Tony Stanton and Steve Fickling (CASA) attended the meeting. They reported that only 15 % of the sports office work is associated with sports related activities. They only have 6 people working in the Sports Office and they are overloaded by 57%.
- CASA is worried that all the SAOs will submit their Expositions just prior to Dec 2. CASA would prefer to get them asap rather than waiting until the last minute.

- Steve Pegler put up a motion requesting that ASAC act as the appeal panel for Gliding Australia to deal with Terry's and Matt's appeal. This was agreed – refer Item 17.
- ASAC has adopted the ASC National Integrity Framework. We need to ensure no conflicts with our integrity policies

16. Other Business

- NIL

17. WWGC Appeal –

- Terry's and Matt's appeal process.
 - ASAC has agreed to establish an Independent Review Panel with a planned commencement date of 01/08.
 - Ray Pearson has written to the other member federations requesting they nominate people who can sit on the Review Panel – need 3 plus a spare.
 - Agreed Schedule of Evidence has been prepared by Steve (on behalf of the Board) and Paul Matthews (on behalf of Terry and Matt) and has been supplied to Board members just prior to this meeting. The Board approved the Agreed Schedule of Evidence.
 - Both parties are still to submit their submissions.
 - Once commenced it is expected that the appeal process will be completed within 30 days.
- Communication to members
 - Once the appeal process has been finalised will advise members of the outcome.

MOTION (20-07)-4: *That the Agreed Schedule of Evidence is supported by the board.*

Moved: S. Pegler, Seconded: L. Mitchell. CARRIED

18. Next meeting

- Board: TBA.
- AGM: 31 Aug 2022.
- EGM: Late October or early November.