



AUSTRALIAN KARTING ASSOCIATION INC.

2<sup>nd</sup> Floor, 483 High Street, Penrith.

PO Box 4222, Penrith Plaza

PENRITH NSW 2751

Phone: (02) 4721 1300

Fax: (02) 4721 1522

Email: [auskarting@bigpond.com](mailto:auskarting@bigpond.com)

Web : [www.auskarting.com.au](http://www.auskarting.com.au)

## MEMO

**To:** State Karting Councils  
NKC Delegates  
AKA Secretariat  
AKA Officials / Coordinators.

**From:** David Clarke

**Date:** 13 June 2003

**Re:** Special Meeting of the AKA

### **Review and Formulation of best practice Governance Structure**

Following the AKA meeting with FIA/CIK representatives and CAMS during January 2003, the AKA executive invited Colin Osborne (President of CAMS) and Bob Kershaw from Australian Sports Commission (ASC) to address the NKC concerning the governance structure and current management of the AKA during the 17/18<sup>th</sup> May NKC meeting.

CAMS must ensure the delegations perform well, are well structured and comply with ASC requirements to be eligible for funding and assistance.

CAMS, AKA Executive and the NKC are concerned by the governance issue and further to management issues raised of the AKA. These issues were primary complaints raised during January meeting with CAMS.

CAMS is requiring that the AKA has contemporary and competent corporate governance if it is to remain as a delegated sporting body. It is commonly agreed that effective governance is an important ingredient to the ongoing growth and success of an organization.

Previously (2001 and 1999) the AKA has during its Annual Conference / AGM discussed these issues with limited progress or change.

Therefore it has been proposed by the NKC that:

- 1) **A working party to be formed.**
- 2) **It will consist of the NKC members, plus max two (2) State Executive or Representatives (from each State), plus other invited guests of the NKC, with an independent chairperson.**
- 3) **They will meet and produce a reviewed draft on AKA Structure and Governance (conforming to ASC guidelines) from the material provided by the NKC.**
- 4) **A final document (reviewed draft) to be distributed to all State Karting Councils at the completion of the weekend.**

This is a major initiative and of significant importance to the future operations of the AKA.

#### **Who should attend from your State?**

State Karting Councils should make a special effort to select capable and knowledgeable representatives that understand the difference between governance and management roles in an organization (sporting or otherwise)

The AKA are now looking for a venue either Sydney or Melbourne with overnight accommodation for a Saturday late in July. Meanwhile I urge State Karting Councils to sort out / decide on their representatives by 30 June if possible, so when confirmation of date and venue is received the flights and accommodation can be quickly organized.

#### **Who will Pay for State Representatives?**

This is an extra meeting in terms of those planned and budgeted for 2003 by the CEO and AKA Treasurer and could involve 25 to 30 persons of which over half will be State Representatives.

The AKA Secretariat are asking that each State to seek financial assistance from State Government funding authorities for their representatives (max of 2) to attend the planned (working party) meeting. In your funding applications we suggest you provide the reason as – change / upgrade of our (AKA) governance and management structure and the AKA will provide supporting documents if required. Meanwhile the AKA is currently seeking assistance from CAMS and ASC towards this meeting.

At this stage it is proposed that, the AKA will cover the cost the NKC members, cost of Special Guests and Independent Chairperson. ALL States will be required to contribute to the cost of the State Representatives even if the meeting is in your State.

**Venue / Date Finalization**

The AKA Secretariat will endeavor to finalize the venue and any back-charge system for States unable to fund their representatives.

If you have any further questions OR thoughts on funding / back charging please do not hesitate to contact me. 08 9313 1237 or [akasec@arach.net.au](mailto:akasec@arach.net.au)

Yours faithfully,

**David Clarke**  
**National Secretary**