

**Motorcycle Safety Advisory Council (MSAC)**

**Minutes of Meeting**

9-10 MAY @ 10:00AM

Rydges Hotel, Latimer Square  
Christchurch

**Council Members Present:** Colin McGregor (Chair), Garry Williams (Deputy Chair), Fale Lesa, Alan Petrie, Maarama Davis, David Golightly, Vicky Drew (Secretariat)

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**Guests:** Richard van der Jagt, John Lammas (ACC) (via Teams Link)

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**Apologies:** Nil

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**Documents Tabled:** May Reading Pack

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**1. Introduction**

Council Members met informally between 09:00am and 10:00am.

The Council Meeting commenced at 10:00am.

**2. Business Case Discussion**

Noted that the Draft document sent to MSAC states that MSAC endorses the Business Case ***“The Motorcycle Safety Advisory Council (MSAC) has endorsed the proposed Ride Forever investment, excluding overheads, being fully funded from the Motorcycle Safety Levy account ...”***. This needs clarity as the Council has only received the document and have had no time to discuss as a body. The wording must be more apparent as different members interpret the statement differently. Council notes that the Business Case needs to indicate that Ride Forever will grow and not stay at the status quo. Council seeks assurance that this will happen. – The Financial table indicates that there will be growth, e.g., independent review, syllabus review, and licensing through DLIP. These reviews will address widening the cohort. ACC is confident that these areas will address the concerns of the Council.

Points raised by Council.

***6.2: Maintain high levels of Ride Forever participant satisfaction and ensure the Ride Forever Programme remains relevant:***

***6.2.2: Continue to survey programme participants and conduct regular focus groups regularly.***

ACC acknowledges that the responses received from providers are most likely redacted and reflect only positive responses. However, ACC sends quarterly surveys to all trainees who have participated in all Ride Forever courses in that period. In addition, ACC engages an independent survey company Kantar Research which goes directly to riders to form focus groups.

**Action 2023-05-0001:** ACC to match answers from providers and quarterly review.

*6.3: Ensure Māori riders are as engaged and satisfied with Ride Forever (variations thereof) as the general population of Ride Forever participants.*

- ACC has identified that Māori/Rural riders are an issue, and that research is required before coming up with an independent logic plan for which there is funding. ACC is not expecting an immediate ROI. ACC can draw upon funding from Kaupapa Māori to help with this tranche of work. ACC will also lean into Kaupapa Māori and the Māori Capability team to help guide the work.

Council advises that if we work with Mana Whenua, funding is made available for compensation for their time.

ACC works with other agencies, such as Waka Kotahi, with a single collaborative approach. However, there are times when ACC works independently and will need to reach out to iwi, which needs to be done as soon as possible.

*6.2.4: Ride Forever Syllabus Review: no funding allocated in the Financial Investment table.*

- Funding for the review has been carried over from FY22/23 to FY23/24, as the review was initially to be done in the FY22/23 time period. The ToR has been completed and will occur in the next few months.

When addressing the disadvantaged, we need to be specific and identify their issues separately as there are not only rural disadvantaged but also urban, Māori rural, and Māori urban. ACC approached AIKO to see if ACC can work in these areas but was informed that, at present, it is not a good time as some of these areas have been hit with severe weather, causing mitigating circumstances that have put a strain not only on the infrastructure but have also disrupted the lives of people. ACC would be doing a disservice in these areas if we moved in too quickly.

*6.4.2: Review Licencing Pathway*

- ACC has put \$500k in the budget into looking at and helping with barriers to licensing as part of a pilot; this is in the design space and will not necessarily come out of the MSL.
- Where there is no budget allocated (\$0) for work, this is a sunk cost. ACC staff have booked time or are working with partners. Most of this work is wages/salaries; a drawdown will not affect the MSL.
- Council notes that driver licensing programs target people who cannot afford the licensing process to get a license and would like to see a similar program for motorcyclists.

*6.1.3 Events*

Council noted that events need flexibility and the ability to do something extra or rethink events as they can be a “rinse and repeat.” Council is keen to explore different events, such as podcasts. Some events are underfunded and will be reviewed in future planning. IP can draw down some funds; however, this must be done correctly to gain a good outcome.

Post Covid, motorcyclists have strongly indicated that they want face-to-face events and to engage locally.

**Action 2023-05-0002:** ACC to confirm the funding breakdown for events.

## 2.2 MAM

The MAM 1 pager included in the Reading Pack was discussed. ACC is planning for MAM this year, including Councillor Petrie in the Working Group. ACC is confident that MAM is on track and that all parties involved will deliver a good product.

**Action: 2023-05-0003:** ACC to provide meeting dates to Councillor Petrie.

### 3. Minutes and actions from the previous meeting, ACC Reports

#### 3.1 Minutes Endorsed from Previous Minutes.

The chair moved that the minutes be accepted, seconded by Council.

#### 3.2 Update on Open Actions

**2023-02-0001:** Council to set up team folder.  
*Secretariat will set up a folder using Teams - ongoing.*

**2023-02-0002:** Minutes to go on Ride Forever Website, along with council member profiles.  
*Minutes are now on the website. Council members are to send a photo and a short bio to be uploaded by ACC to the website. – ongoing*

**2023-02-0003:** ACC marketing and Comms team to work on key messages on events to be updated for Council.  
*ACC included a document that was in the reading pack. ACC Marketing and comms are to be invited to the next meeting. – ongoing*

**2023-02-0004:** ACC to contact short interviewees on behalf of MSAC and confirm a representative on the interview panel.  
*Completed 14/3/2023 - Closed.*

**2023-02-0005:** ACC to share intersection campaign results when available.  
*Data will be ready in June. – ongoing*

**2023-02-0006:** ACC to invite team members from the Māori Capability team to a future meeting to explain how ACC is addressing equity and equality as part of its strategy.  
*ACC will approach Partnered Delivery Manager and acting Head of IP to attend the July meeting. – ongoing.*

**2023-025-0007:** ACC to follow up on Holmes facility to test PPE.  
*ACC to circulate memo from Road Injury Prevention Partner. – ongoing.*

**2023-02-0008:** ACC to follow up on PPE messaging within the current advertising campaign.  
*ACC is on tranche 20 of the “Respect Your Ride” campaign with Waka Kotahi. There is a call to action for R4E and PPE. – ongoing.*

- Council notes that social media platforms such as Facebook Marketplace advertise and sell non-compliant motorcycle gear. ACC needs to think more innovative on how to influence these platforms.

**2023-002-0010:** ACC and Council to work on induction pack for new Council members.  
*See agenda item – ongoing.*

**2023-02-0011:** ACC to forward draft TOR for the Syllabus review for comment.

*Completed 13/3/2023.*

- Council will have a representative to be on the panel for the review.

2023-02-0012: ACC to update Council on issues raised and how these will be addressed going forward.

*Part of the reading pack. Completed 27/4/2023 - closed.*

**2023-02-0013:** ACC to provide Council with the process of gathering feedback from course trainers and participants.

*Part of the reading pack. Completed 27/4/2023 - closed.*

**2023-02-0014:** ACC will review MAM and work towards steps to move MAM along.

*One pager was included in Reading Pack. Completed 27/4/2023 – Closed.*

**2023-02-0015:** Invite MAM industry representatives to VMLY&R meetings to provide input and linkages with Industry.

*Ongoing*

**2023-02-0017:** ACC to follow up (what is the next step)

Key Concerns:

- Professional development for providers to achieve consistency of delivery and outcome.
- Curriculum guides
- Delivering to specific cohorts, i.e., Māori, Youth, Women,
- Emerging technology

*Is included in the investment case, looking at how our training providers could be involved (train the trainer)*

**Follow-up action:** Updated the revised RFP to include professional development and ensure that this will be completed in a timely manner by ACC.

### *3.3 Motorcycle (MSS) Discussion*

- Council received the Dashboard with positive feedback.
- MotorCap membership has been renewed and is now testing New Zealand garments.
- Council acknowledged that the updates they had been asked for were done. Helmets changed, and the equity statement was refreshed.

### *3.4 Ride Forever Report*

- Courses are behind target due to mitigating factors; however, since Covid, the program has been tracking around the same rate.
- The need to move forward and be more engaging is a concern that is to be in future work.
- Scooter numbers are still a concern, and ACC acknowledges that there is no high mandate to follow this up in Government. A change in terminology, such as Urban Mobility, may align the way the future is shaped with sustainability, the environment, and the look toward future cities.

### *3.5 Single Point of Truth (SPOT) Document*

Council acknowledges the work that has gone into the document and notes that a few edits need to be done by ACC to make a clean copy.

- The data presented in SPOT was collected from government agencies and will be renewed in a bi-annual cycle.
- Councillor Petrie will present a clean document to the next MIA meeting in June once the edits have been made.
- The metrics around the Police referring speeding offenders to Ride Forever providers are of interest, and Council would like to see this data.

**Action 2023-05-0004:** ACC to send Document to Councillor Petrie before MIA meeting, June 22nd.

**Action 2023-05-0005:** ACC to look into sourcing data on referrals that Police make to providers and the follow-up.

### *3.6 Minister Meeting Preparation*

Councillors McGregor (Chair) and Davis are to meet with The Minister **on May 16th**. The Minister has been sent the Letter of Assurance, which will be discussed. ACC will also include the acting Head of IP to attend the meeting.

### *3.7 Induction Process*

The development of the Induction process for new members will include an Induction Pack with the following information:

- Strategy from Strategic to Governance.
  - Explanation of MSL.
  - Policies – this will include the expectations of the new members.
  - Current work in progress
  - Message from the Chair
  - Te tikanga Māori
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- Council is encouraged to do a capability map to understand their skill sets and what they want out of the new members.
  - The new members will need to understand how Central Government works to be able to set up for success.
  - A recommendation paper was drafted last month with a briefing paper to the Minister which needs to be viewed.
  - Council has indicated they would like Councillor Golightly not to step down in October but to stay on Council for another full year. (this was agreed out of the meeting – see email)
  - ACC will check with Legal that the need to go back to the Minister for approval to extend the tenure.
  - The Chair and Secretariat will work together to pull the Induction pack together.

**Action 2023-05-0006** – ACC to check with Legal that the Minister does not require follow-up approval.

**Action 2023-05-0007:** ACC to do a one-pager overview of Council member tenures and continuity.

### *3.8 Plan for 2023/24 Meeting Dates*

The following dates are proposed for 2023/24 and will be confirmed by Council:  
11th July 2023

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5th September 2023

7th November 2023

13th February 2024

7th May 2024

**Action 2023-05-0008:** Secretariat to send calendar invites for confirmed dates.

**Action 2023-05-0009:** Council members to confirm dates.

### *3.9 Australian Road Safety Conference*

Council request that a member is able to attend the conference. ACC will confirm this.

**Action 2023-05-010:** ACC to confirm attendance of council members at ARSC.

Council Role: MSAC Chair 

Date: 20/6/2023