



MORGAN OWNERS' CLUB OF AUSTRALIA INCORPORATED

RULES & REGULATIONS

July 2023

INDEX

1. General	3
1.1 Introduction	3
1.2 Alteration of Rules & Regulations	3
1.3 Meetings	3
1.4 Financial Year	3
1.5 Club Colours	3
1.6 Membership Classes	3
1.7 Elected Positions	4
1.8 Committee	4
1.9 Copies of the Constitution and Rules and Regulations	4
2. Committee Position Descriptions	5
2.1 President	5
2.2 Vice President	5
2.3 Secretary/Public Officer	5
2.4 Club Captain	6
2.5 Treasurer	7
2.6 Competition Secretary	7
2.7 Registrar	7
2.8 Editor	8
2.9 Membership Secretary	8
2.10 Regalia Secretary	8
3. Forms	9
4. Rules & Regulations NSW	10
4.1 Conditional Registration Scheme	10
4.1.1 Club Conditional Registration Scheme Rules	10
4.1.2 Vehicle Details	10
4.1.3 Historic Vehicle Scheme Eligibility	10
4.1.4 Classic Vehicle Scheme Eligibility	10
4.1.5 Club Events	10
4.1.6 Additional Registered Clubs	10
4.1.7 Servicing of Vehicles	11
4.1.8 Responsibility of Permit Holders	11
4.1.9 Historic Vehicles, Annual Vehicle Inspection	11
4.1.10 Classic Vehicles, Initial and Annual Inspections	11
4.1.11 Insurance Requirements	12
4.1.12 Log Book Scheme	12
4.2 Annual Social Point Score	12
4.2.1 Official Events	12
4.2.2 Definitions	12
4.2.3 Points:	13

4.2.4	Penalties:	13
4.2.5	Trophies:	13
4.3	Annual Competition Point Score	13
4.3.1	Regulations	13
4.3.2	Events	14
4.3.3	Points	15
4.3.4	Trophies	15
4.4	Trophies Awarded at the Discretion of the President	16
4.5	Club Prizes	17
5.	Rules & Regulations SA	18
5.1	Conditional Registration Scheme	18
5.2	Vehicles Eligible	18
5.3	Official Persons	18
5.4	Process for application	18
6.	Rules & Regulations WA	19
6.1	Historic Vehicle Concession Registration	19
6.2	Vehicles Eligible	19
6.3	Non-Morgans	19
6.4	Official Persons	19
6.5	Process for application	20
6.6	Annual Membership Renewal	20
6.7	Local Representative	20
7.	Behaviour Standards Policy	21
7.1	Policy - Discrimination, Harassment and Bullying	21
7.1.1	Preamble	21
7.1.2	Definition	21
7.1.3	Complaint Handling Procedure	21
7.1.4	Disciplinary Action	21

1. GENERAL

1.1 Introduction

This document contains the rules and regulations of the Morgan Owners' Club of Australia Incorporated ("MOCA" or "the Club"). It supplements the Constitution, which contains the Incorporated Rules of the Club.

This document consists of four sections.

- (1) Section 1 lists the general rules and regulations of the Club.
- (2) Section 2 contains the descriptions for the Committee positions.
- (3) Section 3 contains the standard forms used by the Club – the membership application form and the proxy form.
- (4) Section 4 lists the rules and regulations that apply to activities in NSW. The major items are conditional registration scheme, social points score, competition points score, trophies and prizes.

It is envisaged that additional sections will be added for rules and regulations applicable to activities in other states.

1.2 Alteration of Rules & Regulations

- (1) These Rules and Regulations may be altered, rescinded or added to only by a resolution at a general meeting of MOCA.
- (2) Any such change will be adopted if it is passed by a majority which comprises not less than half of such members of MOCA as, being entitled under the Constitution so to do, vote in person or by proxy at a general meeting of which not less than 21 days' written notice specifying the intention to propose the changes is given in accordance with the notice clause in the Constitution.

1.3 Meetings

- (1) Club Meetings will be held at a venue to be determined by the Committee.
- (2) The Annual General Meeting will be held in conjunction with the General Meeting each September.

1.4 Financial Year

The financial year of the association is each period of 12 months after the expiration of the previous financial year of the association, commencing on 1 August and ending on the following 31 July.

1.5 Club Colours

Club Colours are Navy Blue, Light Blue and Lemon, as per the 1988 Morgan Factory tie or those colours most closely matching the Pantone Matching System (PMS).

These colours are PMS 281C (Dark Blue), PMS 278C (Light Blue) and PMS 101C (Lemon).

1.6 Membership Classes

The qualification for the 4 classes of membership shall be as follows:

(1) Full Membership

A person is qualified to be a full member of MOCA provided he/she satisfies the Committee that he/she owns a Morgan car of any year, type or model at the time of applying for membership. An Associate member becomes a full member when that person becomes an owner of a Morgan.

(2) Associate Membership

A person is entitled to be an associate member of MOCA if he/she is in sympathy with and intends to promote actively the objects of the Club. Associate Membership is limited to 50% of Full Membership.

(3) Family Membership

A person is entitled to be a family member of MOCA if he/she is in sympathy with and intends to promote actively the objects of the Club, and is a spouse, partner or a child (up to the age of majority) of a Full, Associate or Life member.

(4) Life Membership

MOCA may, by special resolution, elect any full member of MOCA as a life member and such member shall thereupon be entitled to all offices, voting benefits and privileges of MOCA without payment of any further subscriptions PROVIDED ALWAYS that MOCA shall not elect any further life members where such election would result in the total of life members representing more than 5 percent of the total membership of MOCA. The following named persons shall be recorded as life members.

Keith Wall
Val Cross
Bruce Callahan
Bob Little
John Hurst
Todd Hamilton
Noel Bryen
John Coneybeare
Graham Mitchell
Judy Mitchell
Geoff Hollings
Stan Jodeikin

1.7 Elected Positions

The following positions will be elected by the Club:

President, Vice President, Secretary/Public Officer, Club Captain, Treasurer, Competition Secretary, Registrar, Editor, Membership Secretary, Regalia Secretary, Webmaster, Motorsport Australia Delegate, CSCA Delegate, CMC Delegate, MC(NSW) Delegate, Delegate Association of British Car Clubs, Club Plates Registrar, Club Plates Inspector, Magazine Mailing Coordinator, State Vice Presidents (Qld, Vic, Tas, SA & WA), Historic Vehicle Inspectors SA, Historic Vehicle Inspectors WA and Delegate CMC WA.

1.8 Committee

The Committee will comprise the members who are elected to the following positions: President, Vice President, Secretary/Public Officer, Club Captain, Treasurer, Competition Secretary, Registrar, Editor and Membership Secretary.

1.9 Copies of the Constitution and Rules and Regulations

The Constitution and the Rules & Regulations will be available in electronic form on the Club website or in printed form from the Secretary.

2. COMMITTEE POSITION DESCRIPTIONS

2.1 President

Leadership:

- (1) Ensure Committee members understand their jobs and encourage them to perform their roles to the best of their abilities;
- (2) When needed or requested advise and / or assist Committee members in the performance of their roles;
- (3) Maintain and encourage communication within MOCA between members and the Committee;

Management:

- (1) Chairperson for General Meetings, Annual General Meeting and Committee Meetings;
- (2) Host NSW annual awards dinner and other organised events;
- (3) Encourage membership in the Club at events, through contacts made to the President's office via the Club's website or through other methods of communication;
- (4) Facilitate communications and interaction between the Club and regional Morgan groups such as VicMog and MOQ;
- (5) Be spokesman for the Club when approached by the media, club representatives or via request from state and federal elected representatives or bureaucrats;
- (6) Spokesman for the Club with other Morgan clubs and Morgan owners worldwide;
- (7) Prepare a monthly report for the Morgan Ear;
- (8) Visit State VPs and members throughout Australia when opportunities arise.

2.2 Vice President

The role of the Vice President is to

- (1) Chair meetings in the absence of the President;
- (2) Act for the President at other times if needed;
- (3) Be the key contact for the Committee with interstate Vice Presidents;
- (4) Coordinate the financial support to Club events held interstate;
- (5) Promote the Morgan Owners Club Australia and always seek new members;
- (6) Provide a VP report to Club meetings and for the Morgan Ear;
- (7) Assist other committee members and delegates as required.

2.3 Secretary/Public Officer

The Secretary will be appointed as the official Secretary and Public Officer for the Club.

The role involves:

- (1) preparing agendas for Committee meetings, General Meetings and the AGM in consultation with the President;
- (2) advising the Committee members of details of forthcoming Committee meetings;

- (3) preparing minutes of Committee meetings, General Meetings and the Annual General Meeting;
- (4) circulating the draft Committee minutes to the Committee members for review and comment;
- (5) providing the President with a copy of the draft minutes of the General meetings and the Annual General Meeting prior to their publication in the Ear;
- (6) providing a copy of the Committee minutes to the Interstate Vice Presidents once the minutes have been read out at a General Meeting;
- (7) providing copies of the minutes of the General Meetings and the AGM to the Editor for publication in the Ear.
- (8) ensuring the Club meets its obligations under the Incorporated Associations Act and Regulation. This includes updating Club details and lodging the annual financial return and documents related to changes to the Constitution.

The Secretary's contact details will be included on the Club's website for general enquiries from members and/or other interested parties.

The Secretary's contact details will also be included in Miscellany as the official MOCA contact.

2.4 Club Captain

The role of the Club Captain is to organise or coordinate Club runs, displays, social events, social points score and the annual presentation dinner through the following:

- (1) Prepare a draft Calendar of Events for the whole Morgan year, coordinating with dates for CSCA and historic racing.
- (2) Organise/Coordinate:
 - (a) Runs
 - (i) Weekend runs (usually on a Sunday)
 - (ii) Mid-week runs
 - (iii) Special Runs: e.g. Memorial Run for deceased members; National Heritage Motoring Day (May)
 - (iv) Breakfast Run (breakfast at Members' cost)
 - (v) Dawn Dash (breakfast at the Club's cost)
 - (b) Special Events, i.e. Christmas in July, holiday tour, Christmas breakfast and Canberra Terribly British weekend (coordinate with organiser)
 - (c) Display days, ie CMC Shannons display and All British Kings School display.
- (3) Meetings and reports
 - (a) Arrange the General Meeting raffle and prize.
 - (b) Keep the Book - registering attendees at all MOCA events.
 - (c) Prepare a report and the events calendar for inclusion in the Ear each month.
 - (d) Attend General Meetings and Committee Meetings and report to Club members re past events and upcoming events.
- (4) Annual awards
 - (a) Tally annual social points score prior to annual presentation.
 - (b) Organise the annual awards and trophy presentation dinner
 - (c) Ensure perpetual trophies are returned from previous year's recipients.

(d) Arrange engraving of trophies, purchasing and arranging inscriptions on plaques and purchasing of prizes;

(5) Liaise with the Treasurer on budget and actual costs to subsidise Club social events.

Although all the above require the involvement of the Club Captain, it is imperative that assistance is sought from Club members generally to help organise, either partially or fully any of the Club activities.

2.5 Treasurer

The role of the Treasurer is to manage the financial affairs of the through:

- (1) Recording income received and expenses paid;
- (2) Seeking approval of and making payment for expenses incurred;
- (3) Reconciling bank and investment statements;
- (4) Reporting on the balances and other financial matters to Committee and Club meetings;
- (5) Preparing an annual budget for review and approval by the Committee;
- (6) Reporting on income and expenditure compared to budget;
- (7) Working with the Club Captain, Vice Presidents and Editor to manage the major costs in running the Club activities;
- (8) Preparing the annual financial statement, presenting it to the Annual General Meeting for approval and providing the approved document to the Secretary to submit it to Fair Trading NSW as required under the Incorporated Associations Act and Regulation;
- (9) Prepare invoices and follow up any outstanding payments for advertising in the Morgan Ear.

2.6 Competition Secretary

The role of the Competition Secretary is to manage the Club racing competition through:

- (1) Circulating entry forms and supplementary regulations for CSCA organised events in which MOCA members are eligible to compete;
- (2) Seek out other events that MOCA competitors may be interested in attending;
- (3) Maintain MOCA annual Competition Point score and update Competition result sheets, hard copy and electronic format;
- (4) Liaise with the CSCA and Motorsport Australia delegate to advise members of any changes that may affect competitors;
- (5) Report to the MOCA monthly General Meeting on results of events held and advise of events in the future;
- (6) Liaise with MOCA Editor and Webmaster to advertise the events calendar;

2.7 Registrar

The role of the Registrar is to

- (1) Maintain and update the record of Morgan motor cars of Club members. This would also include retaining and updating, as far as practicable, details of the cars even once the member had relinquished membership of MOCA.

- (2) Assist members to obtain information and details recorded about their Morgan cars.
- (3) Liaise with the Webmaster of the Club to assist in loading (once permission obtained) details of Morgans of members onto the website.
- (4) Assist, generally, potential new members, upon inquiry, and after permission obtained from current owners, if appropriate and possible, details about Morgan motor cars recorded in the Club records held by the Club Registrar.
- (5) Inform members generally, if appropriate information is available, the current status of Morgan Motor cars available for sale in Australia.

2.8 Editor

The role of Editor is to prepare and publish the Morgan Ear each month (except January) through:

- (1) Collating reports and photos from Club runs, display days, social events of members;
- (2) Collating articles on Morgan related activities by Club members and other Morgan enthusiasts;
- (3) Preparing advertising copy for suppliers and members wishing to place adverts in the Morgan Ear;
- (4) Preparing the print copy of the Morgan Ear;
- (5) Organising printing of the Morgan Ear;
- (6) Coordinating the enveloping and posting of the Morgan Ear;
- (7) Liaising with editors of other Morgan clubs throughout the world to source articles of interest to members.
- (8) Working with the Treasurer on preparation of the budget and on managing and monitoring the costs of preparation, printing and posting the Morgan Ear.

2.9 Membership Secretary

The role of the Membership Secretary is to maintain the membership database of the Club (including statistical information) through:

- (1) processing new member applications;
- (2) recording change of member details – eg address, membership status etc.;
- (3) processing membership renewals;
- (4) processing Morgan Ear magazine subscription requests;
- (5) maintenance of MOCA electronic database.

The Membership Secretary may also be required to produce addressed envelopes (or labels) for the posting of the Ear or any other individual correspondence to members.

The Membership Secretary may also be required to produce a booklet listing consenting members' contact details.

2.10 Regalia Secretary

The role of Regalia Secretary is to provide suitable items of regalia to Club members at an affordable price, and should reflect the standard of the marque and the Club.

Items should include suitable attire for motoring and social wear, plus badges, patches and other such items which can be produced with an approved Club or Morgan logo printed or embroidered thereon.

Goods should be presented to Club members at general meetings, and advertised in the Morgan Ear from time to time.

All proceeds from sales should be handed to Treasurer, and accounts for purchases approved for payment at a General Meeting.

3. FORMS

The Club will publish the following forms:

- (a) Membership application
- (b) Membership renewal
- (c) Magazine subscription
- (d) Appointment of Proxy
- (e) Registrar detail.

The forms will be available from the Club website and from the Secretary.

Any changes to these forms will require approval by the Committee.

4. RULES & REGULATIONS NSW

4.1 Conditional Registration Scheme

MOCA participates in the Historic Vehicle Scheme (HVS) and the Classic Vehicle Scheme (CVS) which are part of the Conditional Registration Scheme in NSW for vehicles over 30 years old owned by Club members. Full details of the HVS and CVS are available on request from the Club Plates Registrar.

Conditional Registration is approved in the belief that the member's prime intended use is for Club outings. The Committee retains the right to reconsider eligibility for issue or renewal should this cease to be the case or if the vehicle does not attend Club outings during the year without good cause.

4.1.1 Club Conditional Registration Scheme Rules

All applicants for Conditional Registration shall be handed a copy of these rules. Applicants shall read the form attached indicating that they fully understand their responsibilities and agree to abide with these rules before approval is given.

4.1.2 Vehicle Details

All vehicles must be a minimum of 30 years old. The onus of proof of age shall be with the applicant. However the final arbiter shall be the Club Committee.

Chassis, body and engine numbers will form part of the identification of a vehicle issued with Club Plates. Any changes to these numbers must be notified in writing to the Club Plates Registrar.

4.1.3 Historic Vehicle Scheme Eligibility

Vehicles must be as close to original condition as possible, with NO alterations except for safety features such as seat belts and turn indicators or period accessories and options as desired.

Owners should provide documents to support any safety features, period accessories and options that have been fitted to their vehicle.

4.1.4 Classic Vehicle Scheme Eligibility

Vehicles which do not meet the eligibility conditions of the HVS because they have been modified, may be eligible for the Classic Vehicle Scheme.

Note: A replica vehicle or an Individually Constructed Vehicle (ICV) that is 30 years of age or older (based on the build completion date) are included. A significantly modified replica vehicle or an ICV must have a Compliance Certificate.

4.1.5 Club Events

Vehicles covered by Conditional Registration shall only be used for Club events, excepting as set out in the paragraphs entitled "Servicing of Vehicles" and "Log Book Trial".

Club events shall be:

- (a) Events as set out on the Morgan Owners Club of Australia events calendar;
- (b) Events conducted by the Council of Motor Clubs (CMC) or affiliated Car Clubs to which an official written invitation has been received by MOCA;
- (c) Events conducted by the Combined Sports Car Association (CSCA) to which an official written invitation has been received by MOCA.

4.1.6 Additional Registered Clubs

If a financial member nominates and uses MOCA as the Primary club on the RMS 1259 Historic Vehicle Declaration Form, then he/she may enter up to three (3) additional clubs which are recognised and registered with the RMS of NSW to issue Conditional Registration and he/she is a financial member of said club(s). The member may then take the said Conditional Registration vehicle on those clubs' bona fide events without necessarily notifying the MOCA Plates Registrar or a member of the Committee.

If time permits, it is preferable for the member to notify the club as a courtesy and to avoid confusion or questions.

MOCA will recognise members using another club as their Primary club and nominating MOCA as an additional club, provided that the Primary club and the member conforms with the above.

4.1.7 Servicing of Vehicles

Journeys necessary for the servicing or road test of vehicles are to be included in the owners Log Book.

4.1.8 Responsibility of Permit Holders

All enquiries about Conditional Registration should be directed to the Club Plates Registrar.

Plates are issued to a member of MOCA and are not transferable either to another vehicle or person in the event of the vehicle being sold.

Plates must be returned to the RMS:

- (a) in the event of the sale of the vehicle on which they are issued;
- (b) upon the member's resignation from the Club;
- (c) upon the member's failure to remain a financial member within the meaning of the Constitution of the Club or on failure to pay any levy that may be constitutionally approved by a duly constituted Club meeting;
- (d) at the directive of a Club Committee decision;
- (e) if the Club Plates Inspector considers the vehicle has been made unsafe or altered after it has been inspected.

A copy of the completed 1259 Historic Vehicle Declaration Form must be provided to MOCA each year and kept in the Registrar's records for the relevant year.

The Certificate of Approved Operations, issued by the RMS, detailing the conditions applicable to the operation of the vehicle, must be carried in the vehicle whenever the vehicle is used on a road or road related area.

4.1.9 Historic Vehicles, Annual Vehicle Inspection

All vehicles must be inspected at a designated Inspection day or by an RMS designated inspector. Unregistered vehicles must be trailered to and from the inspection.

For Morgan vehicles, official persons will be designated for the issue of Conditional Registration and the Club Plates Inspector will perform a roadworthiness check on the car at the designated Inspection Day.

Alternatively, the applicant may obtain a roadworthiness inspection from any authorised inspection station and present the Safety Check to the Club Plates Registrar at the Inspection Day to complete the paperwork.

For non Morgan vehicles, the applicant must obtain a roadworthiness inspection from an authorised inspection station and present the Safety Check to the Club Plates Registrar on the Inspection Day in order to complete the paperwork.

Owners must complete and sign the MOCA Historic Scheme Declaration each year.

Historic vehicles must display conditional registration number plates.

4.1.10 Classic Vehicles, Initial and Annual Inspections

Classic Vehicles must obtain a passed Inspection report to confirm that the vehicle is suitable for safe use and complies with the relevant NSW vehicle standards (including the permissible modifications as detailed in Vehicle Standards if required).

To establish a conditional registration, an Authorised Unregistered Vehicle Inspection report must be presented. This will consist of a Safety Check, Identity Check and Design Check.

To renew a conditional registration, a Safety Check report must be presented.

Classic vehicles must display conditional registration number plates.

4.1.11 Insurance Requirements

A minimum Insurance cover of Third Party Property Insurance is required. Proof of cover must be provided to the Club Plates Registrar before Conditional Registration permits will be issued. It is strongly recommended that full insurance be obtained as a policy on a restricted registration vehicle is approximately the same cost as Third Party Property Insurance.

4.1.12 Log Book Scheme

MOCA participates in the Log Book scheme.

The Log Book Scheme allows vehicles over 30 years old which are on conditional registration under the HVS or CVS to be used for 60 days of general use each year, outside of club organised events or as otherwise determined by the RMS.

All members participating in the HVS & CVS through MOCA are required to opt-in to the Log Book scheme.

Each day of general use must be recorded by the owner in a log book issued at a registry or service centre. General use includes personal use, maintenance, servicing and road testing.

4.2 Annual Social Point Score

The annual social point score competition is carried out on an annual basis within the Club commencing on September 1 each year.

4.2.1 Official Events

Any event organised by a Club member within MOCA for the benefit of members and advertised in the Morgan Ear becomes an official event of the Social Point Score. If the Club considers circumstances warrant more than one Club event in a month, points will be allocated for the additional events.

4.2.2 Definitions

- (a) Breakfast Run: A Breakfast Run is a social run with breakfast partaken at the destination of the social event with said breakfast provided by the Club member participating.
- (b) Dawn Dash: A Dawn Dash is a social run with breakfast partaken at the destination of the social run, with said breakfast provided by the Club.
- (c) Official Club Run: An Official Club Run is one which has been agreed by the Club at a general meeting and advertised in the "Morgan Ear", or where a written invitation from another Club has been received and published in the "Morgan Ear". [NOTE: we could combine paragraphs (1) and (2)(c)]

4.2.3 Points:

Subject for Points	Points Allotted
Attendance at Club runs	125
Attendance at Club meetings	125
Attendance at Club socials	125
Introduction of new Member: Full	50
Introduction of new Member: Associate	25
Apologies for absence from any Club function	25
Friends at Club functions (10 points per person)	30 max
Driving a MORGAN on Club runs	50

Any member running in competition (or any member helping a member compete) in such open competition under the MOCA competition licence on the same day as a Club run be given points for attendance.

4.2.4 Penalties:

Penalties	Points Deducted
Member leaving meeting without excusing themselves.	10
Member passing Club Captain on a Club run within the first half mile, unless directed to do so.	50

4.2.5 Trophies:

1st	MOCA Social Point Score Perpetual Trophy to be inscribed with winner's name and retained by him/her for ensuing year after competition; also replica to be awarded.
2nd	Trophy
3rd	Trophy

4.3 Annual Competition Point Score

The annual competition point score is carried out on an annual basis within the Club commencing on September 1 each year.

4.3.1 Regulations

- (a) That whoever may enter the Competition Point Score be a financial member of the Club (ie. entrant and/or driver).
- (b) That any car which is in the possession of a member may be used in the competition Point Score.
- (c) That if a competitor intends to compete more than one car in a point score heat event, the official car is to be nominated before the start of the event.
- (d) That the results of all Competition Point Score events be calculated using two corrected decimal place.
- (e) (Old System) Weight for a registered car will be the weight (wet weight) stated by the manufacturer or less where the vehicle has been stripped. Where manufacturer's wet weight is not known, registered weight shall be taken. Onus of proving manufacturer's wet weight is the responsibility of the competitor.

- (f) (Old System) That any un-registered vehicle go on a weigh-bridge and the registered vehicle stay as per Item 5. The weighing of any vehicle on a weigh-bridge must be witnessed by an approved observer, acceptable by the club.
- (g) (Old System) Weight of the driver will be counted both at the sprint and hill climb, and both driver and one navigator on the economy run. Any competitor in the economy run not carrying a navigator must carry ballast equivalent to 51 kg (112 lbs).
- (h) That any Club member engaged in running of events in the competition point score, be allocated for that event, points equal to the average of the other events in which he/she competed.
- (i) That members can only officiate in one event of the competition score in one year, unless they are requested on a motion of the Club to officiate in more.
- (j) (Old system) That the speed events to be conducted under the handicap system with handicapping to be organised by a committee, who shall determine handicaps to the best of their ability utilising whatever means they see fit.

The current handicap system (Circa 1995) is detailed below:

- (i) The handicap time is nominated by each competitor, noted in the Competition Secretary's journal and signed by the competitor.
 - (ii) If the competitor exceeds the handicap time by more than 1.5%, then that competitor receives 12 points, or 13 points if driving a Morgan.
 - (iii) The competitor closest to the nominated handicap time to within 2 decimal points shall be the winner.
- (k) Entry forms
- (i) To be filled out by each entrant before competing in any heat of the competition point score.
 - (ii) (Old system) To contain weight, manufacturer's bhp, original cc, present cc, all engine modifications, listed 1, 2, 3, etc, plus any other modifications whatsoever to the vehicle; also entrant's estimation of bhp.
 - (iii) (Old system) That it can be used by the handicapping committee as their basis for final assessment of the official bhp and handicap for the event.
 - (iv) (Old system) That these forms be retained in the Competition Secretary's records to enable a consistent estimation of horsepowers to be made by the succeeding handicapping committee. Where any further modifications have been carried out to a car on which a form is in existence, the latest form only is to be retained.

(l) Entrant has the right of appeal.

(m) Handicaps Not Being Set

In the event of the handicaps not being set prior to an event, the previous best times set in the car entered shall be used as the handicap.

4.3.2 Events

- (a) That competition point score points be derived from all CSCA competition events being official MOCA events.
- (b) That any event in the competition point score, having been run, cannot be cancelled or replaced by another.

4.3.3 Points

Position	Points Awarded
1st	30
2nd	24
3rd	20
4th	16
5th	12
6th	12
7th	12

- (a) Plus twelve (12) points for all remaining Competitors.
- (b) Plus one point extra for all Competitors entering a Morgan.

4.3.4 Trophies

Trophies will be awarded as follows:

- (1) Outright Results
 - (a) 1st: MOCA Annual Competition Point Score perpetual trophy to be inscribed with winner's name and retained by him/her for ensuing year after competition, also replica to be awarded.
 - (b) 2nd: Trophy
 - (c) 3rd: Trophy
- (2) Speed Events
 - (a) 1st: For first place in the handicap at each event.
 - (b) 1st: For outright fastest time of the day.
- (3) Morgan Trophy

1st: The John Thompson Perpetual Trophy (inscribed with winner's name) awarded to the member who achieves the highest number of CSCA points in all heats of the Competition Point Score in which he/she competes in a Morgan; also replica to be awarded.
- (4) Phil Spencer Trophy
 - (a) The Phil Spencer Trophy is awarded as the Competition Officials Points Score Trophy.
 - (b) 20 points will be awarded to any Member for each day of any CSCA or HSRCA event where they work as an Official,
 - (c) The Trophy is awarded each Club year to the Member with the highest number of points in the Competition Officials point scores.
 - (d) To count towards the award, the member must have attended the race event as an official, must have communicated their presence to other MOCA members at the event, and within 30 days of the end of the event have advised the MOCA Competition Secretary so their attendance can be registered in the Competition Officials Points Score.

The value of the above trophies is to be determined at each Annual General Meeting.

(5) Cec Warren Trophy

The Cec Warren Trophy is awarded to the Competitor scoring the most points in a 3 wheeled Morgan in open competition.

(6) The Founder's Shield

(a) The Founder's shield was donated by the Club's founder, Ken Ward, in 1993 and is presented to the member who finishes in the highest position in the combined Social and Competition point scores. That is, it is based on final positions at the end of the competition rather than actual points scored. In the event of a draw, the number of events attended is considered.

(b) For example: One point is scored for each position attained in the Social and Competition point scores, with the lowest score being the winner. ie the lowest score attainable is 1 for first place in the social pointscore and 1 for first place in Competition pointscore which equals 2 points.

(7) The Carolyn Scott Memorial Trophy for Novice Drivers in Competition

The Novice Trophy is intended to encourage new members into the Club to participate in competition events. The awarding of the trophy is at the discretion of the President and Competition Secretary and based on the following criteria:

(a) Eligibility

- Must have a total of less than 3 years experience in motor sport, including go carts.
- A member may only win the trophy once.
- No Motorsport Australia Level 3 or above licence holders eligible.

(b) Quantitative Criteria

- 100% MOCA Competition points plus
- 30% CSCA competition points plus
- Bonus points – 20 for first year of competition and 10 for second year.
- 12 points for each other authorised competition event in which the member drives a Morgan.

(c) Qualitative Criteria

- Preparation (self and vehicle)
- Teamwork
- Self Improvement
- Sportsmanship
- Driving Conduct (Motorsport Australia Code)

Candidates awarded points on a scale of 0 to 10 against each of the above attitudinal qualities, ie. maximum 50 points.

4.4 Trophies Awarded at the Discretion of the President

(1) The Dennis Minogue Big Valve Trophy:

This trophy is awarded to the Club member who sustains the greatest set-back to his/her Club life within the Club year.

(2) The Hardy's Heroes Trophy:

This trophy is awarded to the member performing a good deed in the interests of the Club.

(3) Peter Morgan Trophy:

This trophy is awarded to the member performing exceptional service to the Club.

(4) The Mickey Mouse Trophy:

This trophy is awarded to the member performing an unusual deed in the interests of the Club.

(5) The Leadfoot Trophy:

This trophy is awarded to the Morgan driver who uses his right foot to gain the most advantage on a Club run during the year, with or without a stern discussion with the local constabulary, but witnessed and commented on by one or more Club Committee members.

4.5 Club Prizes

The value of prizes and the method of scoring for the full year will be agreed by the Club at the Annual General Meeting.

5. RULES & REGULATIONS SA

5.1 Conditional Registration Scheme

South Australian Morgan members participating in the Conditional Historic Registration Scheme in SA will abide by the latest Code of Practice for Historic Vehicles issued by the Department of Planning, Transport and Infrastructure South Australia.

5.2 Vehicles Eligible

A vehicle manufactured before 1 January 1979 that has not been modified from its original design to any significant extent.

5.3 Official Persons

The Club will elect up to two official persons to undertake inspections of Historic Vehicles and issue log books.

5.4 Process for application

Members who wish to participate in the Conditional Historic Registration Scheme are required to:

- (a) Be a financial member of MOCA,
- (b) Present their vehicle for inspection,
- (c) Complete a Statutory Declaration,
- (d) Complete the form Approval for Conditional Registration,
- (e) Have log book and registration signed and stamped by an Authorised person,
- (f) Sign and stamp their Annual log book and registration papers
- (g) Present their vehicle every 3 years for inspection

6. RULES & REGULATIONS WA

6.1 Historic Vehicle Concession Registration

The Veteran, Vintage, Post Vintage and Invitational Class Vehicle Concession Registration scheme in WA is also known as the Historic Vehicle Concession Registration scheme. Morgan members participating in the scheme will abide by the latest Concessional Licence Code 404 Information Booklet issued by the Council of Motoring Clubs of WA and other requirements of the Department of Transport WA.

6.2 Vehicles Eligible

A vehicle more than 25 years old that is in original/unmodified condition. Options that were available for the vehicle when new are also permitted. Some exceptions may be permitted if approved by the Council of Motoring Clubs (WA) Technical Committee.

6.3 Non-Morgans

Members are also permitted to have non-Morgans on the scheme provided they meet all the requirements. However, whilst club members who inspect vehicles for originality are familiar with Morgans, they may not be familiar other vehicles.

If a member wishes to have a non-Morgan on the scheme through MOCA, they need to obtain a suitable declaration from a vehicle specialist who has the necessary knowledge of the vehicle and who is acceptable to MOCA. On the basis of this and a declaration by the member, the Historic Vehicle Inspector WA can then certify the vehicle as required. The member will need to declare each year that the vehicle has not been modified since the declaration by the vehicle specialist.

6.4 Official Persons

The Club will elect up to two Historic Vehicle Inspectors to act on behalf of the club. The duties of the Historic Vehicle Inspectors WA are to:

- (a) Understand the requirements of scheme as detailed by the Department of Transport WA, the Council of Motor Clubs (WA) 404 Handbook and other requirements of the Council of Motor Clubs (WA) as updated from time to time.
- (b) Inspect the vehicle of any member seeking to join the scheme and determine that has not been modified and meets the original factory specifications (except as permitted).
- (c) Complete the Certificate of Financial Membership required with each application. This comprises the club name, the member name and membership details, the vehicle details and certifying that the vehicle has not been modified and meets original factory specification (except as permitted).
- (d) Maintain the details of owners and their vehicles on the scheme.
- (e) Record any impromptu events involving one or more vehicles in the official 'Run Log'.
- (f) Record any justifiable road testing or maintenance trips of more than 30km in the official 'Run Log' and provide a letter of approval from the club to be carried in the vehicle for the duration of the journey
- (g) Advise the CMC(WA) if members on the scheme become non-financial.

6.5 Process for application

Members who wish to participate in the Historic Vehicle Concession Registration Scheme are required to:

- (a) Present their membership card to show they are a financial member of MOCA.
- (b) Provide the Historic Vehicle Inspector a completed MOCA Historic Vehicle Scheme Declaration WA.
- (c) Provide a copy of the CMC (WA) Certificate of Financial Membership form to be completed by the Historic Vehicle Inspector.
- (d) Present their vehicle for inspection together with the above forms.
- (e) Advise the Historic Vehicle Inspector WA of the registration details once registration has been completed.
- (f) Provide the Historic Vehicle Inspector a completed MOCA Historic Vehicle Scheme Declaration WA each year at the time of registration renewal.
- (g) Present their vehicle from time to time for inspection if requested.

6.6 Annual Membership Renewal

There is no grace period on membership renewal. WA authorities consider members on the scheme are no longer financial if they fail to renew their MOCA membership by the commencement of the club financial year, namely 1 September. At that date their registration becomes invalid and they will be considered by the authorities to be driving an unregistered vehicle.

The club is obliged to advise the CMC(WA) of the members on the scheme who have become non-financial. The CMC (WA) will then forward these details to the Concessions Section at DoT.

6.7 Local Representative

The WA representative of MOCA with the Department of Transport will be the Vice President WA.

7. BEHAVIOUR STANDARDS POLICY

7.1 Policy - Discrimination, Harassment and Bullying

7.1.1 Preamble

MOCA (the Club) is committed to providing events and activities free of any form of discrimination, harassment or bullying where members, guests and visitors are treated with dignity and respect. The Club will not tolerate discriminatory, harassing or bullying behaviour under any circumstances and will take disciplinary action against a member who has been found to be in breach of this policy, regardless of who the offender may be.

This policy applies to behaviours at any Club events or activities, when such behaviour involves members, guests, visitors and/or other people associated with a Club event or activity which negatively affects relationships within the Club.

7.1.2 Definition

For the purpose of this policy, discrimination, harassment and bullying are defined as follows:

- (a) Discrimination is any unjust or prejudicial treatment of members, guests or visitors made based on race, colour, gender, sexual orientation, religion, political opinion, disability, age or on any other basis that a reasonable person would interpret as discriminatory.
- (b) Harassment is defined as behaviour that has an element that is unwelcome and that a reasonable person would judge as offensive, threatening, intimidating or humiliating to the person to whom it is directed irrespective of intent. Behaviour constituting harassment can take many different forms, including, but not limited to, unwelcome physical contact, or comments, jokes or propositions.
- (c) Bullying is repeated, unreasonable behaviour that creates a risk to a person's wellbeing. Bullying behaviour can take many different forms, including, but not limited to abusive, insulting or offensive language or comments, aggressive or intimidating conduct, belittling or humiliating comments and deliberately excluding or isolating.

These behaviours may be a single incident or repeated. It may be explicit or implicit, verbal or non-verbal, via actions or nonactions.

7.1.3 Complaint Handling Procedure

- (a) Members are encouraged to attempt to resolve any issues on an informal basis if the complainant feels comfortable in doing so. If a member wishes to make a formal complaint, this needs to be raised with a committee member. Initially, this can be verbally, however, for a complaint to proceed further, it needs to be made in writing, either via email or letter to the secretary.
- (b) Complaints will be treated confidentially, in an impartial, sensitive and timely manner free from repercussion or victimisation.
- (c) The committee will be responsible for determining the appropriate action to be taken and will be specific to each individual complaint raised. This could be conducted in a formal or informal manner but always in consultation with the complainant to ensure they remain informed and supported.

7.1.4 Disciplinary Action

The Club may take disciplinary action against

- (a) a member who is found to be in breach of this policy.
- (b) a member who victimises a person who has complained of discrimination, harassment or bullying.

The discipline will depend on the severity of the case and may involve an apology, suspension or cancellation of membership.