

**Saturday 4<sup>th</sup> August 2018**  
**Face-to-Face**

## MINUTES

### 1. Attendees

**Present:**

John Sparkes (JS) Chair, Lui MacLennan (LM) Secretary, Carol Sparkes (CS) Treasurer, Bethany Cullen (BC), Jim Gleeson (JG), Dave Gray (DG), Adriana Pallister (APal), Andy Pierce (AP)

**CAMS Personnel:**

Nil

**Observers/Visitors:**

Nil

### 2. Opening / Welcome / Confidentiality

The Chair, John Sparkes, declared the meeting open at 10:07 am and welcomed all attendees.

### 3. Apologies

Brett Middleton (BM) Deputy Chair, Tim Wilkins (TW)

### 4. Minutes of Previous Meeting

MOTION: "That the NSW Rally Panel accept the Minutes of the Panel Meeting held by teleconference on Wednesday 4<sup>th</sup> July as being a true and accurate record of the meeting."

Moved: DG, Seconded: AP. All in favour, CARRIED.

### 5. Correspondence

**Inbound:**

- 05/07/18 – from Ian Bigg, CoC of AMH Automotive Rally of the Bay with clock order form.
- 09/07/18 – from Bernard Canavan regarding road closures at BDBRR. Forwarded to CoC, Stephen Davies.
- 09/07/18 – from Pat Gleeson regarding spectator instructions for BDBRR. Replied with pdf and uploaded to RallyNSW website.
- 10/07/18 – from CAMS NSW with draft minutes of State Executive meeting held 21 June.
- 16/07/18 – From Jake Bryant of CAMS forwarding a letter from Col Tinder, Chair ARCom, to all Rally Panel Chairs
- 16/07/18 – from CAMS Permits forwarding draft Supplementary Regulations for Bondo Forest Rallysprint for review. JS replied 19 July that the document is consistent with the Rally NSW template.
- 16/07/18 – from Heather Smith with feedback on Brakes Direct Border Ranges Rally. JS replied on 24 July. John Careless of BDBRR also advised on 24 July that the CoC had also responded.

- 16/07/18 – from Col Trinder of ARCom, regarding improved communication between rally panels and ARCom.
- 16/07/18 – from Troy Bennett of CAMS giving approval to Brett Middleton as Bronze Scrutineer.
- 17/07/18 – from Jon Thomson with proposed Rally Entry Form. JS replied.
- 18/07/18 – from Michael Stewart requesting how to sign up for 2019 Development Rally Series. JS replied on 24 July
- 21/07/18 – from John Careless, Secretary of BDBRR, with a comprehensive list of thankyou's.
- 24/07/18 – from Michael Stewart regarding DRS. JS replied.
- 25/07/18 – from Ian Bigg with door number order form. Invoice forwarded to CS.
- 27/07/18 – from Jake Bryant of CAMS with 15 June ARCom meeting summary.
- 30/07/18 – from Kam Baker regarding Championship points allocation. Ian Bigg replied.
- 01/08/18 – from Andrew Chapman with suggestions of a Co-Driver course.
- 01/08/17 – from Conrad wanting information on how to get involved in rally. Forwarded to JS. JS replied. Conrad responded.
- 03/08/18 – from Matt Anderson of CAMS regarding NSW/ACT State Council Office nominations.

## Outbound:

- 04/07/18 – from LM to Matt Anderson of CAMS NSW with confirmed June Minutes. MA replied.
- 05/07/18 – from BM to Ben Pretty of CAMS NSW regarding CAMS ownership of ECCRS business name. BP replied with instructions.
- 06/07/18 – from JS to Stewart Wilkins with suggestions for improved Scrutiny Form.
- 07/06/18 – from JS to Bill Jones, Chair Scrutiny Panel, with suggestions for improved Scrutiny Form.
- 21/07/18 – from JS to Bill Jones and Peter Taylor with latest proposed draft Rally Scrutiny form

## 6. Matters Arising from Previous Minutes

All items discussed.

Date	Item	Responsible	Status
	2017-20. Link up with clubs running Khanacross and Motorkhana at state series as entry level to rallying. To put link on website with club and event details. Also contacted ACT clubs. AP to set up page on website with details, videos and information (Contact CAMS, RMS & NRMA – Coral Taylor - regarding promotion). Progressing very well and details to be placed on website. Potential to promote via Rally Australia? ARCom could potentially develop a national program. Clubs to be encouraged to approach local schools.	APierce /JS	Ongoing

	2017-38. Rally Panel to appoint checkers and advise CAMS accordingly, with the intention of mentoring. EM emailed CAMS. No reply. JS to speak to Ben Pretty on this matter. JG spoke to Chris Giddins regarding David Mori's involvement in this. Has been passed on to someone else in CAMS Melbourne. JG allocating checkers to events from the existing list. JG to follow up with CAMS to produce online Checkers Module.	JG	2018
	2017-44. JS to contact chairs of other state rally panels to organise a teleconference. Contacted Qld & Vic. To contact others. Panel to suggest topics for discussion. ARCom to arrange regular forum with state panels. JS to contact SA Panel Chair.	JS	August
20/1	2018-09. RallyNSW Scrutineers list. Andrew Penny – to be contacted by JS.	JS	ASAP
7/2	2018-17. Create page on website for Results archives. To post on FB looking for past results. AP to contact BMSC to access their archives.	BC	August
7/2	2018-20. Investigate venues for 2018 Presentation function. Ridges Parramatta preferred venue. CS to book and confirm. JS to prepare invitation list. JS to contact Molly Taylor to MC. Contact Andrew Crowley to present his novelty awards.	CS/JS	August
7/2	2018-21. Make a list of trophies left over from Presentation so they can be distributed. Two to be mailed. Two others to be delivered.	JS/CS	ASAP
7/2	2018-23. Investigate perpetual trophies for ECCRS & ORS and purchase same.	LM	2018
7/3	2018-29. BM to contact John McCredie regarding Peter Houghton video. Budget of \$500 not adequate at present. JS to approach Ben Pretty as to whether CAMS would cover the cost. To be used as inspiration and motivation to others. JG to contact Peter. Peter not enthusiastic about the concept.	JG	Complete
7/3	2018-31. Check with Chris Giddins what the role of Area Co-ordinator involves. Someone who lives locally and is in touch with local authorities and the residents and has local knowledge. A list of regional contacts on the website would be appropriate. Suggested we have Area Advisors. JS to speak to CG and Adrian Dudok. Considered the role is redundant. Panel needs to continue to be active in staying in touch with organisers. CG, AD considered the role redundant.	JS	Complete
4/4	2018-32. Put together submission to ARCom regarding checkers manual to allow the same event to be checked by the same checker for more than two years.	JS/JG	August
4/4	2018-33. Purchase three additional restrictor measuring devices for distribution within NSW. JS to talk to Chris Giddins. JS in contact with Scott McGrath regarding supply of seals & measuring devices. Specifications of tool required – from CG. Need two tools (34 & 36mm) in	JS	Ongoing

	each area or ideally two for every scrutineer. Steward Wilkins getting quote to have these designed and made. SW is collaborating with SMcG.		
4/4	2018-34. Contact Ben Pretty and Michael Bannon of AMSAG regarding safety and other issues with CAMS & AMSAG.	JS	Ongoing
4/4	2018-36. Upload newsworthy information to Dropbox.	All	Ongoing
2/5	2018-37. Contact all Clubman organisers regarding recommended use of large fluoro numbers on rear side windows. JS to talk to Minidulla organisers.	JS	ASAP
2/5	2018-39. Update RallyNSW brochure.	BM	Ongoing
6/6	2018-40. Send BC photos for history webpage. 80s and 90s particularly.	All	Complete
6/6	2018-41. Contact (ECCRS) partners regarding putting logos on RallyNSW website.	BM	Complete
6/6	2018-42. Put together guidelines for checkers as to what should be in Roadbook. Liaise with ARCom as this should be in Checkers Manual.	JS	August
6/6	2018-43. Contact Ben Pretty regarding voting rights of Chair and Deputy Chair to break a tie. Also regarding sending unapproved Minutes.	JS	August
6/6	2018-44. Draft new Competitor Code of Conduct for NSW competitors. Considered unnecessary.	BM/JS	Complete
6/6	2018-45. Produce checklist for media requirements etc at Clubman events.	BM/JS	August
4/7	2018-48. Contact AC regarding ongoing involvement.	JS/BM	Complete
4/7	2018-49. Series Registration welcome emails. (Mobile numbers to Brett weekly) Compile registered competitors mobile numbers. (To Brett weekly each Sunday)	BC/APal	Complete
4/7	2018-50. Email draft scrutiny form to Panel for comment, then to contact Scrutiny Panel Chair and then CAMS for revision.	JS	Complete
4/7	2018-51. Contact Debbie Quirk, CoC of Bondo Rallysprint, regarding panel's approval motion to extend course.	JS	Complete
4/7	2018-52. Review Competition Conditions prior to August meeting and send potential changes to LM.	All	Complete
4/8	2018-53. Contact organisers of Mini'dulla to supply information for website.	DG	ASAP
4/8	2018-54. Contact Matt Anderson for an Application to run a rally event in NSW to be sent to all organising clubs. Requests to close at end of August.	JS	ASAP
4/8	2018-55. Consolidate lists of Scrutineers, Rally Rego scrutineers and Log book scrutineers on website.	BC	August

4/8	2018-55. Contact competitor (TD) to gauge interest in East Coast Challenge	BM/JS	August
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## 7. Reports

- ARCom Report – Summary of 15 June 2018 meeting  
<http://docs.cams.com.au/Minutes/Commissions/ARCOM%20Minutes/2018/ARCOM%20018%20Meeting%20Summary%20-%203%20-%2015%20Jun%20-%20Level%202.pdf>  
Next meeting 5 September.
- NSW/ACT State Council Minutes from 7 April 2018  
[http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180407\\_SC%20Minutes\\_Unconfirmed.pdf](http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180407_SC%20Minutes_Unconfirmed.pdf)  
Next meeting 25 August.
- NSW/ACT State Council Executive Minutes from 7 April 2018  
[http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180407\\_NWSWCE%20Minutes\\_Unconfirmed.pdf](http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180407_NWSWCE%20Minutes_Unconfirmed.pdf)  
Next meeting 6 June. Re-scheduled to 21 June. Minutes not yet available.

## 8. Finance Report

No update from CAMS available.

## 9. Decisions made by email vote between meetings

Nil

## 10. Past Events

- 14/07/18 – Brakes Direct Border Ranges Rally. Rd 3 NSWRC, Rd 3 ECCRS. Four stages to be repeated twice. Fifty-two entries, eighteen ECCRS. Approximately 50/50 Qld vs NSW. Most of the field contesting both days. Running at 1-minute intervals on shire roads. Good PR on Facebook. Generally good feedback. Speeds were considered high. Timewise, a short event for a state round. Split of heats possibly not appropriate and needs to be considered in the future. BDBRR intend to only run every second year.
- 21/07/18 – Narooma Rally. Rd 4 CRS/DRS/HRS. Thirty-six entries. Well-organised event with good roads. No differentiation for awards for pacenotes vs blind.

## 11. Coming Events

- 11/08/18 – AMH Automotive Group Rally of the Bay. Rd 4 NSWRC, Rd 4 ECCRS. Also a VRC and ACT round. Sixty-four entries already. There has been significant opposition to one stage from some locals but the council continues to support the event.
- 15/09/2018 – Mini'dulla. Rd 5 CRS/DRS/HRS.
- 22/09/2018 – Bathurst Rally. Rd 5 NSWRC, Rd 5 ECCRS. HQ and Service to be at Local Rugby club. Planning a media day in Sunny Corner. Remote refuel to be instituted.
- 13/10/2018 – Hastings Rallysprint. Rd 5 RSS.

## 12. Registrations

Series	June 21 2018	June 2017	Dec 2017	Dec 2016
<b>NSWRC</b>	73	58	67	97
<b>ECCRS</b>	72	N/A	N/A	N/A
<b>CRS/DRS/ORS</b>	86	86	80	111
<b>HRS</b>	10	17	20	12
<b>RSS</b>	82	64	66	118
<b>Total Registrations</b>	179 individuals, 323 total	130 individuals, 211 total	160 individuals, 233 total	212 individuals, 368 total (incl 29 PRS)

## 13. General Business

- CAMS NSW/ACT State Council office nominations. Panel chose not to nominate anyone.
- Revisions to Competition Conditions.

### Proposed changes

Ballot for 1 – 5 starting positions in state competition. Adopted to 2019 Competition Conditions.

Scoring as per CAMS Championship and Series Policy – compromise adopted to 2019 Competition Conditions.

Change capacity classes back to NRC; include grandfathering clause; advise competitors in advance; competitors to contact Panel if they feel disadvantaged. Largely adopted but without grandfathering clause as deemed unnecessary.

Possibly reduce number of awards for CRS/DRS/HRS/ORS – not adopted.

### Review Championship/Series

New Cross Country series? Suggested that an invitational class would cover this situation until interest is gauged. Need to approach ARCom as to whether A5 vehicles can be included in Rally NSW events.

New East Coast Challenge? Proposed to use existing pacenoted state events from Vic, NSW and Qld for competitors who don't want to step up to ARC. JS & BM to talk to proposer to gauge interest of other competitors.

Large fluoro numbers for CRS

- Numbers

Options: New orange numbers plus existing door & screen numbers / Just orange / Orange plus small orange screen numbers? Concluded that it would be appropriate to have small orange numbers on both front and rear screens, as well as large orange numbers on both rear quarter windows. Laurie Cunningham to be preferred supplier for orange numbers.

- Sponsor logos to be on a combined door panel sticker. MTA sticker to be separate.
- Calendar

Potential events and dates for each series were discussed

- Scrutiny

Consolidate table of contacts for Rally Rego, Pre-log book inspections and Regional scrutiny. To be done by BC.

Proposed new rally scrutiny report – is possibly too comprehensive for scrutineers to complete scrutiny in a timely manner. Possible to have a different scrutiny form for Rallysprints.

- Promotion

Innovative methods?

Broaden contractor base?

Broaden coverage to CRS and RSS events? Needs to be improved. Need the funds to cover improved coverage. Possibly the same quality is not required.

- Communication

Rally NSW brochure

- Series Co-ordinators

Who – to be discussed when panel members confirmed.

Define roles

- Rally NSW representatives – to be when panel members confirmed.

Define roles

RNSW apparel for reps

- Competitors

Seeding/Grading

Seeding algorithm is considered adequate.

Grading – not considered necessary at this stage.

- Registrations

Any changes?

Registration form to include NSWRC, ECCRS, CRS and RSS. Only registered competitors will score points.

- Officials

Database – to be built from information collected on a form present at all events.

Quarterly email to be sent to database with details of events coming up.

AP to contact BMSC regarding their officials database.

Officials to register for RNSW list at events – how?

- Safety

First aid courses? To be investigated further. AP to identify who ran the course in ACT.

FHS/helmet/harnesses programs. Panel has disseminated sufficient information at this stage.

- Panel structure and responsibilities.
  - JS distributed a breakdown of responsibilities and roles
  - Nominations for 2019 Rally Panel JS, CS, APal, BM, DG, JG, BC, AP, BvE confirmed. LM standing down.
- Redistribution of AC's responsibilities.
  - Registrations BC
    - Maintaining the Series Registration List. (Update weekly) BC
    - Series Registration welcome emails. (Update weekly) BM
    - Compile registered competitors mobile numbers: (To Brett weekly each Sunday) BC
    - Complete Registered list, BC
    - Newly Registered competitors list, BC
    - Officials list. BC
    - Develop/update Rally Series Registration Lists for posting on the Rally NSW website (Monthly to Adriana) BC
  - Strategic Planning Waiting for feedback from ARCom
    - NSW Rally Strategic Planning. (Discussion paper and Planning template developed)
    - NSW Rally Media Strategic Planning. (Under development)
  - Safety
    - Rally Panel Safety Planning.
    - Safety Related Tasks. (Research, posting emails and Facebook posts)
    - Safety Strategy Implementation Plan.
    - CAMS Manual "Did You Know" articles for Facebook. (fortnightly or as required)
  - Competitor "30 Split Second" posts on Facebook. BC
  - Re-developed the Driver Grading System. (Spreadsheet developed but needs results updated) Put on hold
  - Media Support to Brett. (As required) APal ?KP
  - Development of Rally Panel documents. (Event Media Support, Code of Conduct... etc)
  - Developing a new officials list. (Needs a lot of input from the panel) BC
  - Respond to rally-related questions on Facebook. Limit to BM, APal and BC

## 14. Close and Next Meeting

There being no further business, the Chairman closed the meeting at 4:11 pm.

Next Teleconference: Wednesday 5<sup>th</sup> September at 7:30 pm.  
Next Face-to-Face meeting TBA

## 15. Distribution to

CAMS NSW for posting on <https://www.cams.com.au/about/structure/state-panels/new-south-wales-the-act> and for posting on <https://www.rallynsw.com.au>

## 16. Record of Attendees

Panel Member	Meetings attended	Reason for Absence
Andrew Chapman (resigned June 2018)	7/8	6



Bethany Cullen	9/9	
Jim Gleeson	6/9	6 6 6
David Gray	8/9	9
Lui MacLennan	9/9	
Brett Middleton	8/9	6 6
Adriana Pallister	8/9	6
Andy Pierce	8/9	8
Carol Sparkes	8/9	6
John Sparkes	8/9	6
Tim Wilkins	3/9	3 6 9 9 9 3

### Legend

1. Absent due to officiating
2. Absent due to club commitment
3. Absent due to work commitment
4. Absent due to urgent commitment
5. Absent due to competition
6. Absent due to personal leave
7. Absent due to National meeting
8. Absent due to illness
9. Absent no apology
10. Absent due to Panel work

**I have sighted these minutes and declare they are a true and accurate record of the meeting:**

**CHAIRMAN:** *John D. Sparkes*

**DATE:** *5 September 2018*