

**Wednesday 5th December 2018
By Teleconference**

MINUTES

1. Attendees

Present:

John Sparkes (JS) Chair, Lui MacLennan (LM) Secretary, Carol Sparkes (CS) Treasurer, Jim Gleeson (JG), Dave Gray (DG), Andy Pierce (AP)

CAMS Personnel:

Nil

Observers/Visitors:

Bernie Webb

2. Opening / Welcome / Confidentiality

The Chair, John Sparkes, declared the meeting open at 7:32 pm and welcomed all attendees.

3. Apologies

Brett Middleton (BM) Deputy Chair, Bethany Cullen (BC), Adriana Pallister (APal), 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 7th November as being a true and accurate record of the meeting."

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

5. Correspondence

Inbound:

- 21/11/18 – from Michael Bannon of AMSAG, enquiring re follow up on Forestry Corp NSW proposal. JS replied.
- 21/11/18 – from John McCredie via JS with RallyNSW Media Report.
- 22/11/18 – from CAMS NSW with notice of State Council Executive Meeting on 5 December.
- 27/11/18 – from Jay Quirk with suggestion to run RSS events under both club and multi-club permits with a view to attracting more entries. Panel agreed with this proposal.
- 27/11/18 – from Stewards Panel with end of year report on NSWRC and CRS. JS replied. Dennis, Secretary of Steward's Panel replied with 2018 Regional Scrutiny Audit.
- 28/11/18 – from Matt Anderson of CAMS NSW with agenda for State Executive meeting of 5 December with multiple documents available via Dropbox.
- 29/11/18 – from Ian, Chair of the Supersprint Panel, enquiring regarding the requirement of Novice signage on rally cars.
- 04/12/18 – from CAMS NSW requesting final podium names for NSWRC. JG replied.
- 05/12/18 – from John McCredie with Media proposal for 2019.

Outbound:

- 10/11/18 – from JS to Dave Johnson regarding an award scheme, proposed by DJ, rewarding those who have ‘gone the extra mile’ in their contribution to rallying in NSW.
- 22/11/18 – from JS to Marty Holberton with date change proposal for Rallye des Femmes to avoid clash with Alpine Rally of East Gippsland.
- 27/11/18 – from JS to Ben Ruggles regarding scrutineering issue.
- 27/11/18 – from JS to Matt Anderson of CAMS with 2019 Competiton Conditions and 2019 Series Calendar for approval by State Executive.
- 28/11/18 – from LM to CAMS NSW requesting first Wednesday of each month for teleconferences in 2019. Matt Anderson replied. Booked.
- 03/12/18 – from JS to CAMS NSW with request for reply to be sent to Presentation Night ticket buyers. CAMS replied.
- 04/12/18 – from JS to Brendan Grimson of ForestCorp NSW, requesting a meeting with AMSAG & CAMS to discuss the Statewide Forest Agreement.
- 04/12/18 – from JS to Ben Pretty of CAMS with request for amendments to the online entry portal and for a sponsorship portal to be added.

6. Matters Arising from Previous Minutes

All items discussed.

Date	Item	Responsible	Status
2017	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. AP is preparing a page for RallyNSW website. Webpage is under construction but need to communicate to the target audience. Social media is probably one solution. Three-pronged attack – khanacross, co-driving and officiating. Possibly approach local high schools for officials.	APierce/JS	Ongoing
2017	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. Checker allocations are up to date. Still to chase Checkers Module. Possible to turn the existing manual into an online manual. JG to contact Ben Pretty. Still in touch with CAMS. Pursuit continues.	JG	2018

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 each area or ideally two for every scrutineer. Steward Wilkins produced a quote to have these designed and made. SW is collaborating with SMcG. 5/9 - JS has emailed SMcG regarding CAMS paying for tools for NSW regional scrutineers. Total cost <\$2000 to supply 25 kits. SW also has access to a stock of pre-numbered brass seals, which don't need crimping. Need to determine if brass seals are acceptable at a national level. Is a national register kept of seal number/vehicle. SMcG requires drawings from SW. SW is preparing drawings of measuring devices. This is progressing.	JS	Ongoing
4/4	2018-34. Contact Ben Pretty and Michael Bannon of AMSAG regarding safety and other issues with CAMS & AMSAG. AMSAG has no immediate plans to bring in FHR and are leaving that choice to individual competitors.	JS	Complete
4/4	2018-36. Upload newsworthy information to Dropbox. There is still a significant number of documents that could be added.	All	Ongoing
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 has put submission to ARCom.	JS	Ongoing
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	November
6/6	2018-45. Produce checklist for media requirements etc at Clubman events. This could be included in Rally Organisers' Handbook.	BM/JS/APal/JG	Ongoing
4/8	2018-55. Contact competitor (TC) to gauge interest in East Coast Challenge.	BM/JS	2019
3/10	2018-59. Write PR guide/checklist for promotion of rally events. Also to be included in Rally Organisers' Handbook.	BW/BM	ASAP
3/10	2018-60. Change Entry Form template to reflect eligibility.	BC	2018
5/12	2018-61. Investigate potential MCs for Presentation Night.	BW	Dec
5/12	2018-62. Email all awardees regarding Presentation Night.	JS	Dec
5/12	2018-63. Engrave NSWRC trophies for Presentation Night.	JG	Jan
5/12	2018-64. Contact Andrew Crowley for Special Awards at Presentation Night.	JS	Dec
5/12	2018-65. Set up Facebook event for Co-Drivers Training on Sunday 3/2.	APal/BW/BM	Dec

7. Reports

- ARCom Report – Summary of 5 September 2018 meeting
<http://docs.cams.com.au/Minutes/Commissions/ARCOM%20Minutes/2018/ARCOM%202018%20Meeting%20Summary%20-%204%20-%205%20Sep%20-%20Level%202.pdf>

Next meeting 7 November 2018. Minutes not yet available.

- NSW/ACT State Council Minutes from 25 August 2018
http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180825_SC%20Minutes_Confirmed.pdf

Next meeting 13 October. Minutes not yet available.

- NSW/ACT State Council Executive Minutes from 21 June 2018
http://docs.cams.com.au/Minutes/State%20Councils/NSW%20and%20ACT/20180621_NSW_SCE%20Minutes_Confirmed.pdf

A meeting was held 25 August. Minutes not yet available. Meeting of 13 October unable to raise a quorum. Next meeting 5 December.

8. Finance Report

The Treasurer presented the financial report to the end of October.

9. Decisions made by email vote between meetings

MOTION “That the Bondo Rallysprint be retained as a round on the NSW Rallysprint Series.” All in favour, CARRIED.

MOTION “That the Volksmuller Rallysprint be removed as a round of the NSW Rallysprint Series.” Majority against, NOT CARRIED.

10. Past Events

- 01/12/18 – Rally des Femmes. Event was postponed to either mid-February or early March 2019.

11. Coming Events

- 02/02/2019 – 2018 Presentation and 2019 Season Launch.

12. Registrations

Series	November 2018	October 2018	Dec 2017	Dec 2016
NSWRC	88	87	67	97
ECCRS	81	81	N/A	N/A
CRS/DRS/ORS	96	95	102	111
HRS	11	11	20	12
RSS	82	82	66	118
Total Registrations	203 individuals, 358 total	201 individuals, 356 total	160 individuals, 233 total	212 individuals, 368 total (incl 29 PRS)

13. General Business

- 2018 Presentation/2019 Launch function.

Venue is booked and confirmed. Menu to be finalised.

Room needs to be chosen for co-drivers training course on the Sunday, AV required. Catering not required. Need control boards supplied.

Ticketing system is up and running.

MC has yet to respond. BW to investigate MCs.

JS to contact all award winners with invitation to the Presentation Night.

JS to contact Andrew Crowley regarding Special Awards.

APal, CS and LM to co-ordinate.

- Items to raise with ARCom.
- Rally organisers handbook. BW progressing well on this item.
- Stewards' proposal to randomly re-scrutineer regionally scrutineered vehicles at events. This is considered an issue that should be taken to the Scrutiny Panel.
- Event Regulation Proposal from BW. A very interesting document was tabled. This was discussed in in some detail and all suggestions have merit. To distribute and discuss with key senior officials. It may be possible to trial these suggestions at the Caves Classic.
- 2019 Media Proposal from John McCredie. Panel members to read document and send feedback to JS.
- BW has suggested a 'poster template' be produced for advertising in the area where events occur. To include contact for volunteer officials. Panel approved BW to go ahead with this.
- BMSC has sanctioned an email to go to all their registered officials.

14. Close and Next Meeting

There being no further business, the Chairman closed the meeting at 10:12 pm.

Next Teleconference: Wednesday 16th January at 7:30 pm. **TBC.**

Next Face-to-Face meeting: Saturday 2nd February 2019 at 10:00 am, Rydges Parramatta.

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	5
Bethany Cullen	12/13	3
Jim Gleeson	10/13	5 5 5
David Gray	11/13	7 7

Lui MacLennan	13/13	
Brett Middleton	10/13	5 5 5
Adriana Pallister	10/13	5 5
Andy Pierce	12/13	5
Carol Sparkes	11/13	5 5
John Sparkes	12/13	5
Tim Wilkins	3/13	3 5 7 7 7 3 7 7 7 7 7

Legend

1. Absent due to officiating
2. Absent due to club commitment
3. Absent due to work commitment
4. Absent due to competition
5. Absent due to personal leave
6. Absent due to illness
7. Absent no apology
8. 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: *16 January 2019*