

Wednesday 3rd April 2019
Teleconference

MINUTES

1. Attendees

Present:

John Sparkes (JS) Chair, Brett Middleton (BM) Deputy Chair, Jim Gleeson (JG) Secretary, Carol Sparkes (CS) Treasurer, Dave Gray (DG), Adriana Pallister (APal), Andy Pierce (AP), Bernie Webb (BW) Bethany Cullen (BC)

CAMS Personnel:

Nil

Observers/Visitors:

Ian Bray

2. Opening / Welcome / Confidentiality

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

3. Apologies

Kaylie Newell (KN)

4. Minutes of Previous Meeting

MOTION: "That the NSW Rally Panel accept the Minutes of the Panel Meeting by teleconference on 6 March 2019 as being a true and accurate record of the meeting."

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

5. Correspondence

Inbound:

- 4/3/19 – From Peter Vlandis re ECCRS pointscore rounds/heats to count - JG responded
- 5/3/19 – From Rhys Llewellyn re Andrew Penny seeding – JG responded
- 5/3/19 – From Jamie Neale re poor communication of pointscores and Heats
- 5/3/19 – From WAC re RSS Supp Regs templates
- 6/3/19, 10/3/19 and 11/3/19 – From Matthew O'Brien re eligibility rules for building a rally car – JG replied
- 8/3/19 – From CAMS NSW acknowledging receipt of Feb Minutes
- 12/3/19 – from Veronica Stack re RSS registration – JG replied
- 14/3/19 – Clock and Door Sticker orders for Minidulla
- 15/3/19 – Clock order for Caves Classic

- 20/3/19 – From CAMS NSW forwarding on Sticker re-issue enquiry from Peter Houghton – JS actioned
- 21/3/19 – From Scott McGrath CAMS with further queries on the Turbo Restrictor Design
- 25/3/19 – From Anthony Petrovic re spectator instructions for Caves Classic – JG replied
- 27/3/19 – From Event Director Minidulla with seeded entry list.

Outbound:

- 4/3/19 – JG to Peter Vlandis re ECCRS pointscore questions
- 5/3/19 - JG to Jamie Neale acknowledging receipt of his email re point scores and heats
- 6/3/19 - JS to CAMS NSW re adding Michael Boaden to Checker List and Scrutineers list
- 6/3/19 – JG to Rhys Llewellyn re Andrew Penny seeding calculation
- 6/3 and 10/3 – JG to Matthew O'Brien re answers to his eligibility build questions
- 7/3/19 – JG to CAMS NSW with Feb 2019 approved Panel Minutes.
- 12/3/19 - JG to Veronica Stack re RSS registration
- 26/3/19 – JG to Anthony Petrovic re details of Caves Rally and where to get spectator instructions
- 26/3/19 – JS to John Thompson with items from NSW Rally Panel for ARCOM

6. Matters Arising from Previous Minutes

All items discussed.

Date	Item	Responsible	Status
2017	2017-20. Promote Khanacross, codriving and officiatingas pathways to rallying.. Set up page on website with details, videos and information.Information collated by AP and almost ready to post on the RallyNSW website. Ready to loaded to website.	AP/JS	Ongoing
2017	2017-38. Follow up with CAMS re appropriate training of Checkers, possibly including an online Checkers module based on the existing Checkers Manual. JG allocating checkers to events from the existing list. No online module from CAMS. CAMS will do face to face training if we arrange. Email to Panel for proposed participants.	JG	Ongoing
4/4	2018-33. Turbo restrictor measuring devices. Prepare drawings of proposed devices for CAMS approval. Drawings now done. Needs slight amendment then will go to CAMS. CAMS approval JS to get Quote to get CAMS to pay for diameter	JS	Ongoing

	measuring tool.		
6/6	2018-42. Assemble guidelines for checkers on how to write route charts. Liaise with ARCom to include in Checkers Manual. JS has put submission to ARCom.	JS	Ongoing
6/6	2018-43. Request CAMS to allow Panel Chairs voting rights to break a tied vote. To State Executive. Feedback is unlikely to be approved.	JS	Ongoing
6/6	2018-45. Produce checklist for media requirements etc at Clubman events. This could be included in Rally Organisers' Handbook.	BW	Ongoing
4/8	2018-55. Contact competitor (TC) to gauge interest in East Coast Challenge. Not on agenda at present.	BM/JS	May
3/10	2018-59. Write PR guide/checklist for promotion of rally events. Also to be included in Rally Organisers' Handbook.	BW/BM	Ongoing
3/10	2018-60. Revise Entry Form templates to reflect eligibility and series points allocation.. Convey to organisers that all entry forms reflect that all NSW competitors get points. APal to add new entry form template to website.	BC/APal	Complete
16/1	2019-01. Rally NSW Representatives at each Series event. BW to create a document in GoogleDrive for all NSW Rally Panel members to be able to add their names beside each event. PLEASE NOTE: it is preferred that the panel member at the event is not a competitor at the event. Panel members to add name to this list. ASAP.	BW/All	ASAP
16/1	2019-03. 2019 Clubman Media Proposal. Media proposal to be created for the CRS/DRS/ORS/HRS events and presented to the panel including the expectations and the expenses that will be covered by the panel. Budget to be agreed asap in time for M'Dulla	JS/BM	Closed
2/02	2019-04. Put together a "Rally Panel for Dummies" document on the GoogleDrive.	JG	May
2/02	2019-05. Put together a Presentation checklist document on GoogleDrive.	LM	Complete
2/02	2019-06. Media profile templates to be determined. Still more work to be done.	BC/APal	Ongoing
2/02	2019-07. All members to update their details for Meet the Rally Panel page on website – send updates to BC/APal	KN	ASAP
2/02	2019-08. Sponsor decal and entry discount requirements to be reiterated to interstate and NSW organisers. Paperwork updated ready to go.	BW	Complete
2/02	2019-09. Update registration form on CAMS website with address	CS	ASAP

	and whether driver or co-driver.		
2/02	2019-10. Single entry form/documentation harvest. DQ to contact competitors.	APal/BW	Complete
2/02	2019-11. Fast Track documentation project. Inform NSW State Executive of decision of NSW Rally Panel to collect personal data. Panel voted at 3/06 meeting to proceed with Fast Track process	JS	Complete
2/02	2019-12. Update Supp Regs templates	BW/JG	Ongoing
2/02	2019-13. Contact event organisers to alert them of changes in Supp Regs.	BW	Ongoing
2/02	2019-14. Respond to offer of mentoring.	BC	Complete
2/02	2019-15. Contact Chrissport regarding results service for all NSW series events.	BW	Complete
2/02	2019-16. List all NSW & ACT events on website in date order.	APal	Ongoing
2/02	2019-17. Investigate mobile phone as central point of contact and for SMS. Budget \$20/month agreed. Brett to send phone number.	BM	Ongoing
3/06	2019-18. Follow up use of CAMS in each Series Name and publicity	APal	Complete
3/06	2019-19 Put up news item and link to Chrissport re results service on RallyNSW Website	BM	ASAP
3/06	2019-20 Follow up CAMS re anomaly with S2 Rallysprints and FHR and harness requirements.	BW	Complete
3/06	2019 -21 MOU to be produced re decals etc. when events are part of joint State Championships e.g. NSW/VIC or NSW/QLD	JS/BM/BW	May
4/03	2019 -22 Panel to email JG suggested people for Checkers	All	Fri 5/4

7. Reports

- ARCom Report –

https://www.cams.com.au/docs/default-source/default-document-library/commissions/arcom/arcom-2019-meeting-summary---1---13-feb---level-2.pdf?sfvrsn=93e56d41_4

- NSW/ACT State Council Minutes
- NSW/ACT State Council Executive

No later reports yet published on CAMS website at time of meeting.

8. Finance Report

Feb reports not available yet from CAMS.

9. Decisions made by email vote between meetings

- Request from Taylor Gill to compete on L Plates – Carried Panel endorsed.

10. Past Events

- 09/03/19 – Hastings Rallysprint. Rd 2 RSS.
- 30/03/19 – Mini'Dulla. Rd 1 CRS, DRS, ORS & HRS. Cancelled at the start due to wet weather. Difficulty finding new date.

11. Coming Events

- 06/04/19 – Ross Giddens Memorial Rallysprint
- 13/04/19 – Caves Classic
- 11/05/19 – NatCap Rally
- 19/05/19 – Volksmuller Rally Sprint

12. Registrations

Report from Debbie Quirk (DQ): Large increase in DRS/CRS/ORS/HRS registrations. Still well behind the 2018 registrations. Lots of co-drivers not registering.

Mailings now happening with registration labels (Mitta competitors were given their series sponsor stickers at Mitta)

Emails – have the mailchimp worked out better now and emails are going from mailchimp.

Media profiles – have 17 now received and they have all now been updated to the website and facebook page. Publication of the profiles has been well received by competitors, teams and sponsors and friends.

Series	April 2019	December 2018	December 2017	December 2016
NSWRC	52	88	67	97
ECCRS	41	81	N/A	N/A
CRS/DRS/ORS	44	96	102	111
HRS	2	11	20	12
RSS	30	82	66	118
Total Registrations	100 individuals, 167 total	203 individuals, 358 total	160 individuals, 233 total	212 individuals, 368 total (incl 29 PRS)

13. General Business

- 2020 calendar - possible changes to series and event structures -discussion
- Clarify changes to supp regs templates for 2019 -discussion
- Replacement for Fro role – potential Peter Harris, Matthew Skinner JS to check
- Fast track doco implementation – BW to document
- Feedback from events (Mitta, Minidulla)
- Review Rally NSW communications with competitors – look at frequency and content.
- Clubman coverage by Charlie Drake –ok for Caves Classic
- Dennis Neagle duties - TBC

- Items to raise with ARCom – JS has provided report
- Discussion about when R5, AP4 and G4 cars can run and score points in State Championship. – add to Mid Year Competitor Survey
- Regional scrutineering – feedback that apparel and safety gear not being brought to regional scrutineering. Need to reinforce via regs.
- Trello – agreed to trial as means to manage action items.

14. Close and Next Meeting

There being no further business, the Chairman closed the meeting at 10.36pm.

Next Teleconference: Wednesday 1st May at 7:30 pm.

Next Face-to-Face meeting: August TBA. – Date to be agreed at next meeting.

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
Bethany Cullen	3/4	3
Jim Gleeson	3/4	5
David Gray	4/4	
Brett Middleton	4/4	
Kaylie Newell	2/4	7 7
Adriana Pallister	4/4	
Andy Pierce	4/4	
Carol Sparkes	4/4	
John Sparkes	4/4	



NSW Rally Panel



Bernie Webb	4/4	
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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: *1 May 2019*