



## AUSTRALIAN OFFICIALS COMMISSION

### MEETING SUMMARY 9/2019 SUMMARY OF AOC TELECONFERENCE HELD 21 OCTOBER 2019

*This Summary is an edited highlight package of the Minutes  
Enquiries are to be directed to the Commission Executive Officer  
Issued: 29 October 2019*

This Summary Issued by the Commission Executive Officer to:		
CAMS Board Chair	State SCDOs	General Manager Motor Sport
State Council Chairs	AOC Commissioners	
Relevant State Panel Chairs	CEO	

#### Commissioners

Trevor Neumann	TN	QLD	2017-2019 Chair		Lynn Rattray	LR	TAS	2019-2021
Rob Thiry	RT	SA	2018-2020 Deputy Chair		Tracey Rowley	TR	WA	2017-2019
Ewan Cole	EC	VIC	2018-2020		Mark Thompson	MT	VIC	2017-2019
Janelle Orrock	JO	SA	2019-2021		Noel Tippett	NT	VIC	2019-2020
Paul Overell	PO	QLD	2019-2021					

#### Board Member Portfolio Holder

Laurence Svenson

#### Administration

Curtis Deboy	CAMS Division Manager - Sporting
Ainslie Gardner	Executive Officer – CAMS Officials Coordinator

### BUSINESS ARISING FROM THE MINUTES

#### Minute 0528: REVIEW OF EVENT ASSESSMENT PROCESS

Commissioners reviewed and approved of an Event Assessment Guide which will now be handed to CAMS Media to finalise as a CAMS-branded document before it is issued.

#### Minute 0529: OFFICIALS APPAREL POLICY

[Still Work in Progress](#)

This Policy is still being finalised.

#### Minute 0530: CURRENTLY ACTIVE OFFICIALS LICENCE TYPES – REMOVAL OF DORMANT LICENCE TYPES

A Discussion Paper on 'Simplifying Licence Types' was submitted to the Commission proposing to reduce the number of licences currently available for officials and aligning the licensing system with the training system, and removing all subcategories and dormant licences.

Currently there are 78 licence types but only 17 training modules. The Paper proposed to reduce the licence number to 39, which will have the benefit of a reduction in licence printing for so many subcategories.

#### Proposal and Reasoning

- Remove the subcategories for Circuit and Off Road licences;
- Remove a further 10 that are redundant;
- Add Generic Silver and Gold Off Road Licences;
- Change the EA Endorsement to a Specialist Event Assessor licence for consistency;
- Introduce a Specialist Recovery graded licence.

The main reasoning is that the training programs and licences are not aligned - that is, licensing people for things where no formal training is provided. There is no need to have a separate licence for each circuit role when only one circuit training is offered. For example, there is no specific training for Circuit – Flags, the training for the role of flags falls under the general circuit training. A lot of the training for subcategories are learnt on the job. CAMS is currently



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providing a licence based on a set of skills an official has learned from another official without any training or assessment criteria.

The Officials Licensing system has a large number of separate categories that are now considered to be 'competencies' within a licence level rather than a separate licence category in their own right.

Commissioners approved of the proposal which will now be presented to the CAMS Board for a final decision.

### **Minute 0531: BREAKS AND LENGTH OF DAYS FOR OFFICIALS**

#### [Still Work in Progress](#)

Drafting a Guideline for promoters to provide breaks and length of days for officials, for submission to the Board for its consideration, continues to be work in progress.

### **Minute 0532: CRITICAL INCIDENT TRAINING**

#### [Still Work in Progress](#)

The Commission discussed the production of a refresher course to be undertaken by Clerks of the Course, Event Secretaries and Stewards upon renewal of their appropriate licences (each four years). The matter will be taken up by the AOC with the CAMS Motor Sport Training and Operations Executive (David Mori).

### **Minute 0533: RECOGNITION OF PRIOR LEARNING AND EXPERIENCE (RPL/E)**

Due to a heavy CAMS Media workload, including rebranding of documents with the change of name from CAMS to Motorsport Australia, the proposed video (refer to Summary Issue 8/19) will now not be produced and a one page document will be prepared and issued to advise officials on the process and reduce the inconsistencies of applications which, if not submitted correctly, take considerable time to process by the Administration and the AOC, which is the final approval body.

The Commission will continue to work on this matter.

### **Minute 0535: APPEAL PROCESS ON APPLICATION FOR LICENCE UPGRADES**

#### [Still Work in Progress](#)

It was previously noted by the Commissioners that there is not an appeal process for those who have been unsuccessful in their upgrading application and determined that such a process needs to be developed.

### **Minute 0539: STREAMLINING OFFICIALS LICENCE UPGRADE APPROVAL PROCESS**

A draft Board Decision Paper 'Streamlining Officials Licence Upgrade Approval Process' was presented for Commissioners review, comment and endorsement.

The Paper proposes to have CAMS Member Services manage the approval of Silver Officials licences, rather than State Officiating Panels (SOPs) carrying out this task. The Event Assessment Program is designed to ensure officials are competent, therefore no further input should be required from the SOPs. Licence processing for officials deemed competent is largely an administrative role and should be managed by CAMS. The Paper outlined the background to this issue, as well as the impacts/risks.

Commissioners endorsed the Decision Paper for presentation to the CAMS Board.

## NEXT MEETING/S

Teleconferences are conducted on Mondays, commencing at 1900 hours Melbourne time:

11 November