

## Appendix One - Schedule IC

### Calendar

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**Note:** *Text changes from the previous issue of this Schedule are highlighted such. Text changes for grammatical and/or formatting reasons are not highlighted.*

#### 1. Calendar Inscriptions:

- 1.1 This schedule provides the process for lodging calendar inscriptions on the MotorSport NZ sporting calendar (also known as the National Sporting Calendar).

The National Sporting Code Part XII sets out the requirements for calendar inscriptions of International and National events.

The International Inscription process is contained in National Sporting Code, Article 127.

This schedule details the National Event Process.

#### 2. Calendar Coordinator:

- 2.1 The MotorSport NZ Administration undertakes the role of calendar coordinator and manager of the inscription process.

#### 3. Inscription Process:

##### 3.1 Action of Member and Associate Member Clubs:

- (1) A Member club or Associate Member seeking to inscribe any **Race or Rally Meeting or Event** on the MotorSport NZ's Sporting Calendar, shall do so using form number A018 to notify MotorSport NZ of the club's intention to organise such meetings or events **by no later than one(1) day prior to the Annual General Council Meeting** of MotorSport NZ in the year preceding the planned Meeting or Event. (Refer Article 4 of this Schedule for details of late inscriptions process).
- (2) A Member club or Associate Member seeking to inscribe any **ClubSport Meeting or Event** on the MotorSport NZ's Sporting Calendar, shall do so using form number A018 to notify MotorSport NZ of the club's intention to organise such Meetings or Events for ClubSport Championship or ClubSport Trials Championship no later than 21 days prior to the Annual General Council Meeting of MotorSport NZ in the year preceding the planned Meeting or Event (Refer Article 4 of this Schedule for details of late inscriptions process).
- (3) Notwithstanding the provisions of Article 4 of this Schedule the MotorSport NZ Executive may, within the provisions of the National Sporting Code, hold to itself the sole discretion in determining the admissibility of a late inscription if, in their considered opinion, the inscription is in the best interest of the sport.

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**3.2 Action of Calendar Coordinator:** Upon receipt of any inscription request the calendar coordinator will take the following actions:

- (1) **For MotorSport NZ Race Championship Events:** Consult with The MotorSport Company Limited (being the appointed body to promote the MotorSport NZ Race Championships) and circuit owner/operator group to ensure the Championships are conducted in an orderly manner and that the inscription requests can be incorporated into the Championship structure.

Upon conclusion of this process then either;

- (a) Inscribe by the commencement of calendar inscription at the Annual General Council Meeting all race championship dates for the period 1<sup>st</sup> June – 31<sup>st</sup> May following; or
- (b) Advise the member club that their Championship inscription request has been declined.

- (2) **For National Permit Races (excluding MotorSport NZ Championships, Historic and Classic and Temporary Venue Race Events):** Consult with the Circuit Owner/Operator to ensure that the circuit is available for hire on the requested date.

Upon conclusion of this process then either;

- (a) Inscribe by the commencement of calendar inscription at the Annual General Council Meeting all National Permit Race dates for the period 1<sup>st</sup> June – 31<sup>st</sup> May following; or
- (b) Advise the member club that their inscription request has been declined.

- (3) **For Historic and Classic Race Events:** Consult with;

- (a) The Circuit Owner/Operator to ensure that the circuit is available for hire on that requested date, and
- (b) The Chairperson of Historic and Classic Advisory Commission to ensure that the planned event provides an orderly calendar flow of Meetings or Events for Historic and Classic vehicles.

Upon conclusion of this process then either;

- (c) Inscribe by the commencement of calendar inscription at the Annual General Council Meeting all Historic and Classic Race Event dates for the period 1<sup>st</sup> June – 31<sup>st</sup> May following; or
- (d) Advise the member club that their inscription request has been declined.

- (4) **For Temporary Venue Race Events:** Consult with;

- (a) The Circuit Safety Department to ensure that the requirements of Appendix One, Schedule Y are respected, and
- (b) The Chairperson of Race Advisory Commission to ensure that the planned Meeting or Event will not create conflicts with other Race Meetings or Events.

Upon conclusion of this process then either;

- (c) Inscribe by the commencement of calendar inscription at the Annual General Council Meeting all Temporary Venue Race Event dates for the period 1<sup>st</sup> June – 31<sup>st</sup> May following; or
- (d) Advise the member club that their inscription request has been declined.

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- (5) **For MotorSport NZ Rally Championship Events:** Consult with Rally New Zealand Limited (being the appointed body responsible for the promotion of the MotorSport NZ Rally Championship) and the Rally Advisory Commission (being responsible for all rally coordination) to ensure the Championship is structured in an orderly manner and that the inscription requests can either be accepted or not accepted in the championship structure.

Upon conclusion of this process then either;

- (a) Inscribe by the commencement of calendar inscription at the Annual General Council Meeting all Rally Championship dates for the period 1<sup>st</sup> January – 31<sup>st</sup> December following; or,
- (b) Advise the member club that their inscription request has been declined.

- (6) **National Permit Rallies including Targas and Charity Bash style events (excluding MotorSport NZ Championship Events):** Consult with the Chairperson of Rally Advisory Commission (being responsible for all rally coordination) to ensure the annual rally calendar of events is structured in an orderly manner.

Upon conclusion of this process then either;

- (a) Inscribe by the commencement of calendar inscription at the Annual General Council Meeting all Rally Event dates for the period 1<sup>st</sup> January – 31<sup>st</sup> December following; or,
- (b) Advise the member club that their inscription request has been declined.

- (7) **ClubSport Championship or ClubSport Trials Championship:** After consultation with the Chairperson of ClubSport Advisory Commission (being responsible for the coordination of ClubSport Championships); either,

- (a) Inscribe by the conclusion of calendar inscription at the Annual General Council Meeting all ClubSport Championship Events for the period 1<sup>st</sup> January – 31<sup>st</sup> December following; or,
- (b) Advise the member club that their inscription request has been declined.

- 3.3 Sanctioned Series:** Member Clubs seeking a Sanctioning Permit for a Series of Events shall initially consult with the chairperson of the appropriate Advisory Commission to ensure the planned Series Articles and proposed events are well structured, in accordance with the National Sporting Code and do not create conflict with other Events already approved. After which the proposed Articles and Event details shall be submitted to MotorSport NZ for approval of a Sanctioning permit and subsequent confirmation on the MotorSport Calendar no later than:

- (1) For those Events already inscribed on the calendar a minimum of 90 days prior to the first Event.
- (2) For those Events not already inscribed on the calendar a minimum of 180 days prior to the first Event.

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### 4. Late Inscriptions:

- 4.1 Calendar inscriptions received from Member clubs or Associate Members after the inscription periods specified in Article 3.1 of this Schedule may be accepted by MotorSport NZ.

In considering such late inscriptions MotorSport NZ may require applicant member clubs to seek written consent from any member club whom, in the opinion of MotorSport NZ may be affected should the Meeting or Event be granted a late inscription.

Such a requirement may be imposed on an applicant if the Meeting or Event proposed is of higher than ClubSport permit status and is;

- (a) Within fourteen(14) days of calendared Meetings or Events of all other MotorSport NZ disciplines or,
  - (b) Within seven(7) days of calendared Meetings or Events of all other MotorSport NZ disciplines in the same island or,
  - (c) Deemed necessary in the opinion of MotorSport NZ due to particular circumstances surrounding the Meeting or Events.
- 4.2 MotorSport NZ reserves the right to impose an additional permit fee in an amount, as it deems appropriate on the granting of such a late inscription.

The decision of whether to grant a late inscription pursuant to these provisions is at the complete and unfettered discretion of MotorSport NZ whose decision shall be final and binding on the applicant.

### 5. Disputes:

- 5.1 Pursuant to **Article 127(3)** MotorSport NZ has prescribed the grounds upon which calendar inscriptions may be disputed, the procedures to be followed and the fees, where applicable, which are to be paid. Such disputes will be considered as follows.

- (1) All Calendar Disputes are to be accompanied by a written statement of the grounds of dispute signed by a duly appointed representative of the appellant Member Club. Such statement shall:
  - (a) Contain an assessment of the impact of the disputed Meeting or Event on the club's Meeting or Event;
  - (b) Be supported by such evidence as shall reasonably support the club's claim of detrimental impact on its Meeting or Event.
  - (c) Contain evidence as to the behaviour of the other party to the dispute during attempts to negotiate a settlement of the dispute.
  - (d) State how many years the appellant's Meeting or Event has run on the same or a similar date as the date for which it is inscribed.
- (2) The appellant shall give a copy of its grounds of dispute to the other party to the Calendar Dispute. The other party shall deliver to MotorSport NZ such material, statements or evidence, as it believes supports its inscription within seven(7) days of receipt of the appellant's grounds of dispute.

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- (3)** MotorSport NZ shall determine all Calendar Disputes according to the following principles (in the order in which they are set out):

  - (a)** Whether or not there appears from the dispute and other material, received, to be a genuine conflict between the two inscriptions.
  - (b)** The efforts (if any) of the disputing club to resolve the clash with the other club and the behaviour of the other club.
  - (c)** Preference shall be given to Traditional Dates.
  - (d)** Whether a party to the dispute cancelled similar Meetings or Events at the same time of the year within the past two(2) years.
  - (e)** Inscriptions that include rounds of MotorSport NZ Championships shall be preferred to other inscriptions.
- (4)** The determination of a Calendar Dispute by MotorSport NZ shall be final and no party shall have any further right of complaint, protest or appeal.
- (5)** MotorSport NZ may determine a Calendar Dispute by either;

  - (a)** Rejecting the dispute and confirming the inscription against which the Calendar Dispute was lodged (in which case it shall remove the notation "*subject to dispute*" from the affected inscription); or;
  - (b)** Remove from the National Sporting Calendar the inscription against which the Calendar Dispute was made.
- (6)** All Meetings and Events which, following the determination of a Calendar Dispute, are required to be inscribed elsewhere on the National Sporting Calendar shall be deemed to be a late calendar inscription but shall not be required to be accompanied by the penalty fee referred to in Article 4.2 of this Schedule.