British Federation of Pedal Car Racing

AGM Agenda
28th October 2012

Venue: Force India HQ (Silverstone)

1	Attendees and Apologies	
2	Minutes of 2011 AGM • Matters arising	
3	Chairman's report on 2012	Mark Williams
4	Treasurer's report on 2012	Mark Williams

5	Proposals for 2013 (details on following sheets)
	5.1 Host the 2013 European Championships at the Shenington 24 hour race;
	5.2 Modifications to various aspects of general administration
	  5.2.1 Missing Information/update website
	  5.2.2 Reducing cost
	  5.2.3 Getting more help
	    5.2.3.1 Committee members
	    5.2.3.2 Other Tasks
	5.3 Shenington Race
	  5.3.1 Safety Car
	  5.3.2 Friday Practice
	  5.3.3 Starting the race
	  5.3.4 18 hour v 24 hour Race
	  5.3.5 6am restart
	5.4 Growing the sport
	  5.4.1 What is stopping the growth
	  5.4.2 Website
	  5.4.3 More teams to enter races
	  5.4.4 Come and try
	5.5 Detail committee roles and responsibilities in the Constitution
	5.6 Formalize rules for deciding points ties at sprint events
	5.7 Ratification of PCD	

6	Nominations for and election to the 2013 committee • One member of each of the race organisers for the year; plus • Up to seven members who must be elected from teams who have registered with the Federation for the year the Annual General Meeting takes place in, or have pre-registered for the following year.	
7	Presentation of the 2013 calendar	
8	Any other business	
9	Date of 2013 AGM	

Immediately after the AGM, the newly-elected committee will meet for its first committee meeting in the same venue.

AGM Proposals for 2013

5.1 That the BFPCR offers to host the 2013 European Championships as the Shenington 24 hour race.

From Jeremy Featherstone (Competition Secretary, Shenington organiser)

Reasons:
The 24 hours of St. Etienne (run under French rules) became the unofficial 2012 Euro's so I see no reason not to run the championships as a 24 hour race this time under UK rules.

No gimmicks, no "1st 6 hours + last 6 hours determines European Champion" as has happened before just a straight out race for 24 hours to decide the European champions.

5.2 Proposals to modify various aspects of general administration.

From Gareth Lloyd (Wootton Scout Race Team)

5.2.1 Missing Information/update website
Some things, like list of teams entering a race, live scores at races (is the facility available at all races?) and camping on Friday night at Curborough doesn't seem to be well advertised. How much more information are new teams missing? Maybe the information on the website needs to be updated. There is some good information in the forums, but there is also a lot of rubbish that could be removed.

Webmaster's note: The website is acknowledged as long overdue a rewrite / tidy / restructure.

5.2.2 Reducing cost
Why do we post out a bundle of paperwork to each manager before a race? Most people / teams have e-mail access. Would it not make more sense to e-mail all this paperwork out to the managers? This will also allow the managers to forward this on to members of the team. If this can't be adopted by everyone, can we have an option to have material e-mailed rather than posted?

Secretary's note: Many race organisers already send race information out electronically exclusively, unless teams have not supplied an email address.

5.2.3 Getting more help
Some people will never volunteer, others will once they know what is involved and how much time they will need to commit.

5.2.3.1 Committee members
Why not send out what is involved in being on the committee, how often you meet, where you meet, how much work is involved in each of the roles, etc.

Secretary's note: See also proposal 5.5

5.2.3.2 Other Tasks
Putting results up on the website; supplying the csv lap data;

Webmaster's note: Putting results on the website is a complex, involved and time-consuming task involving multiple changes to the results database and multiple checks to catch errors and ensure

consistency and accuracy. Phil supplies the raw csv data and screen grabs of race results via the forum within a few hours of races in most cases, and often within minutes of race end.

5.3 Proposals to modify the Shenington Race

From Gareth Lloyd (Wootton Scout Race Team)

5.3.1 Safety Car
In F1 the pace/safety car is much slower than the racing cars. Therefore Mark should start the Shenington race driving the car below!

5.3.2 Friday Practice
Can we open the track earlier on Friday for practicing? This event is where a lot of new younger teams first start the pedal car journey. It would be safer and a benefit for new drivers to be able to drive the track in the light and then at night. Most teams who participated in the Friday session were there by 8pm. Any team that arrives once the practice has started can park where the Karts would form up behind the gate. They can unload their car and join in the practice session. They can either carry their equipment to the pit location or wait until Saturday morning.

5.3.3 Starting the race
I understand that the teams with points from round 1 & 2 are put in order, but teams with no points seemed to be put in age order. This left our PC4 car at the very back on the right hand side and our rivals at the very back on the left. We had two very slow cars ahead of us on the right hand side which we were not allowed to overtake on the formation lap. When the front of the grid had crossed the start line, we had only just arrived at the chicane stuck behind the two slow cars. The other car we were racing (one formed up on left hand side) were ¾ of a lap ahead by the time we crossed the line to start the race. Can we have a better way to form the grid?

Possible solutions: -
      a. 2012 points so far and where teams are tied then car number (lowest first)
      b. Fastest times on Saturday morning practice.
      c. Order the cars registered and paid for the race.

Any of these ideas would have been better than assuming that the younger drivers are slower and should go at the back.

5.3.4 18 hour v 24 hour Race
I understand the reason why PC3 & 4 cannot race the full 24 hours, and I am not asking for this to be changed. I am asking for the laps lost to be adjusted. By not adjusting the number of laps for the

PC3 & 4 cars, it has a negative effect upon the second 12 hours of racing. Let me explain. If the team in the position just ahead of you in the race is miles faster, and the team just behind you is miles slower, then the race becomes a bit boring as you have no one to race. This is true for everyone on the track (fastest to slowest cars). During the first 12 hours a PC 3 or 4 car can be racing a PC1 or 2 car for track position, although it is a fairly low one. It is exciting for both teams as you try to catch or stay ahead of the other car. When the PC3 & 4 cars have to stop at midnight the race has ended for both teams. The PC1 or 2 car has no one to push them. The PC3 or 4 team when they come back at 6am are so far behind they cannot catch up. Now if the time at midnight for PC3 & 4 cars were multiplied by 1.5 and the laps updated, then the PC1 & 2 have a target number of laps to do to stay ahead. When the PC 3 or 4 team return at 6am the two teams can race again as the gap is closer. I have looked at the results for 2011 (don't have the csv data for 2012) and it makes very little difference to the overall order (a few cars do move up or down) but the racing now continues for the full 24 hours.

After applying the adjustment to the 2011 data we have the following differences.
- PC1 the first 15 do not change
- PC2 the first change is for position 6
- PC3 & 4 no changes.

So why the change if the points don't really change? Because the difference in laps between the slower PC1 & 2 cars and PC 3 & 4 cars have been reduced and these cars get a full 24 hours of racing.

5.3.5 6am restart
This year the restart at 6am was done from the end of the pit lane. This blocked the pits for cars leaving and made it very difficult for teams at the end of the pits to pit. If the cars were released on a first come bases, then a queue would be formed at the end of the pits. If the cars were ordered so the ones that did most laps on Saturday went first, this would cause problems rearranging the cars.

A few years ago the cars were starter at the top of the straight (see Diagram below). This meant that the cars could queue up and be out of the way. Whatever method was used to order the cars, it would not interfere with the cars in the pits.

If there is a problem with cars joining into traffic, then the cars restarting would have to keep against the left hand kerb until they are half way down the straight.

Restart here

5.4 Growing the sport.

From Gareth Lloyd (Wootton Scout Race Team)

5.4.1 What is stopping the growth

What is stopping more scouts, cycle clubs, youth groups or schools from taking up this sport?
   a) Most don't know about it. Probably, so what can we do?
   b) Some leaders at Scouts, cycle clubs, youth groups, schools are not interested. Nothing we can do here.
   c) Those that are enthusiasm but don't have the skills or knowledge to build a car. Can we have on the website a section for plans, where to source parts, buying/hiring old cars, useful tips, etc...

5.4.2 Website
The website/forums need to be organised better so that important and helpful information is not lost amongst the chatter.

5.4.3 More teams to enter races
I only discovered just before the last race that in the forums you have a list of teams that have entered a race. When a team (especially PC3 & 4) see their rivals have entered a race, they may respond and enter the race too, so they can compete for the championship. As some teams won't

know about the list of teams entering in the forum, can we have some link on the race event page listing the teams that have entered?

5.4.4 Come and try

Would it be possible at the end of the season or at the end of the last race, for drivers, designers, builders to try out other cars? Are my young drivers limited by their ability or the cars? If we had a top car, how much would their lap times come down? No point in spending a lot of time and money if a new car is only going to reduce their lap times from 1:33 to 1:32.

5.5 That the BFPCR detail committee roles and responsibilities in the Constitution.

From Antony Hawkins (Secretary)

Following Gareth's proposal (5.2.3.1) I propose the modification of the BFPCR Constitution to include written details of the roles and responsibilities of the various Officer roles and Committee membership in general.

Currently the Constitution Appendix B lists the officer roles but provides no further details, this could be expanded for greater clarity and in the interests of attracting volunteers and answering the question of "Who is responsible for X?" or "What does Y have to do each year?".

Below is a rough "first stab" at a set of definitions. It is not presented as a finished proposal but as a basis to start from (or throw away and start from scratch); indeed many sections as currently written are questions and should not be included in the Constitution in their current form.

I do not suggest the AGM spends a long time arguing the details; rather that the committee takes suggestions and comments on board and devises a final version within the following committee meeting or later via the online forum.

Chairperson
- Chair meetings;
- ???

Vice Chairperson
- Assist the Chair;
- Act as Chair in the Chair's absence;
- ???

Treasurer
- Look after the money!
- Have overall control of the Bank Account, Paypal Account and maintain full records of both, all financial transactions and other assets the BFPCR may own;
- Responsible for arranging Public Liability Insurance each year;
- ???

Secretary
- Maintain contact list of all registered teams, committee members and volunteers each year;
- Schedule AGM and Committee Meetings;
- Publicise meetings to the membership;
- Construct meeting agendas from received proposals and necessary items of business;

- Ensure meetings and decisions are held and made in accordance with the BFPCR Constitution;
- Minute meetings (and collate and publish minutes);
- Maintain the written BFPCR rule book, British Pedal Car Specification, etc.;
- ???

Competition Secretary
- Compile race calendar;
- Ensure race licences are properly assigned;
- ???

Publicity Officer
- Publicise the sport in order to attract new teams and retain and grow interest from current teams;
- ???

Chief Scrutineer
- Scrutineer cars!
- ???

Chief Marshall
- Assist Race Controller at all races to maintain race discipline and ensure racing rules are observed;
- Assist Race Controller in dealing with complaints and infringements during racing;
- ???

Race Controller
- Overall responsibility for operating races on race day;
- Ensure racing rules are observed;
- Deal with complaints and infringements during racing;
- ???

Additional notes:

- All committee members present at races may be called upon by the race officials (Controller, Marshall, Scrutineer) to opine and adjudicate in the event of an ambiguity that the race officials do not feel confident or comfortable resolving on their own.

- Having responsibility for a task may mean delegating, e.g. while the Secretary has responsibility for scheduling meetings, others may volunteer and arrange premises, etc. Likewise while the Competition Secretary has responsibility for the race calendar and licences, they do not necessarily organise any of the races nor maintain the licences database.

- It is not a requirement that committee members attend races, however it may be considered a distinct advantage to have the committee made up of the more active (keen? committed? involved?) members of the sport, and an advantage at races (a) should an issue arise that requires a committee judgment; and (b) to demonstrate to teams present that the committee is made up of members actively involved in the sport; and (c) so all members can get to know the faces of committee members.

- Most roles only require a few hours work per year and attendance at up to three meetings in

addition to races. Some roles take more time (e.g. Treasurer involves rather more work, recording and making payments around each race, organising insurance each year, etc.).

- All committee members are expected to be willing to express opinion and partake in discussion on any relevant topic pertaining to the running of the BPCC, rule changes, etc., both at meetings and in the online forum.

- All committee members are expected to be familiar with the Constitution and current rules used within the BPCC and are expected to apply them without favour to any team including their own. In the event of a conflict of interest (e.g. a dispute or complaint involving their own team) a committee member must be willing to withdraw from any discussions (having put the case on behalf of their team if required, of course) and let the remainder of the committee adjudicate if required.

5.6 Proposal to formalize rules for deciding points ties at sprint events.

From Antony Hawkins (Blackbushe organiser)

For many years we have informally used criteria to resolve ties (on points) at sprint events based on the Championship deciding criteria. This has never given rise to a single complaint from any team, however it has been pointed out that there are no written rules for determining placings in the event of a points tie are sprint events.

The championship criteria are:
Rule 2.3.c) In the event of a tie in any class, the class winner will be decided using the following criteria, applied in the order shown:
1. *The team who attended more events.*
2. *The team who beat the tying team(s) more times in their class.*
3. *The team with the highest overall race finish of the season.*
4. *The team with the biggest winning margin over the tying team(s) at any race, based on a percentage of the laps recorded by the leading tying team.*

In my opinion this is a reasonable, logical, justifiable and fair collection of rules, albeit without the option to declare a tie should two or more teams have performed so similarly as to be indistinguishable.

I therefore propose that a similar rule set is adopted to apply to sprint events.

I have suggested a rule set (below); if there is significant contention I do not suggest the AGM necessarily spends vast time discussing the fine detail nor arrives at a hasty conclusion for the sake of convenience, rather that the committee accepts suggestions both at and after the meeting and formulates a reasonable rule set in time for the 2013 season.

I further suggest that the guiding principles of such a rule set should be:
- It should fairly reward teams' whole performance (physical ability, driving ability, car reliability, tactics, coping with conditions, etc) rather than picking any one particular aspect;
- It should work equally well for all tied positions in all classes, regardless of class size (i.e. remembering that it is not just the PC1 leaders who can become tied; a tie might be for the last two places overall, or between the only two entrants in a class);
- It should work equally well regardless of the number of tied teams, whether that be 2 or more;
- It should be calculable without the need for precise lap times or exact track lengths (despite its quality, the auto lap counting can miss laps or be taken out of action in a crash and

therefore any given lap time could be missed; similarly we cannot guarantee to (and indeed do not) have a millimetre-accurate measure of any race track, nor do we have any fixed method as to how to measure a race track);

- It should not be constructed to deal only with the specific sprint formats we currently use, rather it should cope with ties regardless of the number of races in an event, any mix of race durations, different track configurations / lengths used throughout the event and with the possibility that teams may not race all of the races;
- It should allow for the possibility that 2 or more teams may be so evenly matched that we cannot reasonably differentiate them, and provide a method for awarding championship points accordingly.

My initial suggestion is therefore:

In the event of a points tie in any class at a sprint event, the tied placings will be decided using the following criteria, applied in the order shown until a resolution is reached for each tied class:

(1) The team who raced in the most races.

(2) The team who beat the tying team(s) more times in the class in which a tie exists.

(3) The team with the greatest number of highest class finishes on the day (i.e. most wins in class, then most 2nd places, most 3rd places, etc).

(4) The team with the biggest winning margin over the tying team(s) in any single race, based on a percentage of the laps recorded by the leading tying team.

(5) A tie shall be declared and the points available for the tied positions in the class shall be divided equally amongst the tied teams.

Reasons

This gives advantage:

Firstly to teams who raced the whole day (over any team arriving late or leaving early, which is very rare, but has the effect of 'marking down' any team that thought they'd 'done enough' and stopped racing, for example);

Secondly to whichever team out-performed their tied competition most frequently on the day (in the vast majority of cases currently this will be the decider as most sprint events currently have an odd number of races on the day);

Thirdly to the team gaining the most, best, results in class on the day;

Fourthly to the team achieving the single most convincing victory over their tied competition, using a percentage margin rather than an absolute number to allow for the fact that different races may have different lap lengths, traffic densities, race durations, weather conditions, etc;

If all the above cannot differentiate the teams, we give up trying to split them, and share the points.

5.7 Proposal to ratify PCD as a full championship class.

From Dave Ralphs (Falcon Notnray)

We propose the PCD class be ratified as a full championship class (similar to PCF) with trophies and points awarded throughout the season, along with an overall championship trophy awarded at the end of the season.

Provisional calendar for 2012

Round 1:
Sunday 7th April
Wombwell (near Sheffield, M1 j36)
4x90 minute sprints

Round 2:
Saturday 11th May
Bruntingthorpe (near Leicester, M1 j20 or j21)
10 hour (race 2pm – midnight or possibly 1pm-11pm)

Round 3:
Weekend 29th - 30th June
Shenington
24 hour (race noon – noon)

Round 4:
Sunday 21st July (tbc)
Solihull (Tudor Grange Park) (M42 j5)
Sprints – 3 hours, 2 hours, 1 hour

Round 5:
31st August (tbc, should be confirmed early in November)
Blackbushe (M3 j4a or M4 j10)
Sprints (4x 45 minute, 1x 3 hours)

Round 6:
1st September (tbc, should be confirmed early in November)
Blackbushe (M3 j4a or M4 j10)
100 miles (time limit 10:30am – 4pm)

Round 7:
28th September
Curborough
150 miles (time limit 1pm – 8pm)