



MIDDLE- ENGLAND CLASSIC VEHICLE CLUB

Durham Dales L D T

10th March 2019

Section Contollers Manual

INTRODUCTION

Thank you for your help in running an observed section in this year's Middle England C V Club's Durham Dales L D T. This manual has been compiled to provide Senior Officials with information about the running of the trial. It is by advance planning that smooth running of the event is ensured.

PLEASE have your section operational 20 minutes before the arrival of the first competitor. A delay at your section will affect the running of all subsequent sections. **It is essential that all your marshals sign on using official signing on sheets.**

Course car

This will run approximately 15 to 20 minutes before the first competitor, please be certain everyone is signed on and in place by this time.

Closing car

A back marker vehicle will close the event. Any competitor overtaken by this vehicle will be deemed to have retired. This closing car will collect the score sheets and signing or sheet from the section, when this vehicle arrives please get these sheets to them quickly. **DO NOT** allow marshals to leave their posts until this vehicle has given them permission to do so. The closing car will not have time to help with the recovery of competing cars, but every effort will be made to ensure no-one is left stranded. Once your section has been closed and the equipment gathered together ready for the Course Clear-up vehicle, please leave the section immediately.

Equipment Collection

Once the closing car has closed your section please ask your marshals to collect all the markers and leave either at the top or bottom of the section, so that the Course Clear-up vehicle can pick them up. Any whistles, radios and fire extinguishers will be taken by the closing car **unless you are moving on to another section in which case we would ask that you take them with you, and they will then be picked up after that section by the closing car.**

GOLDEN RULES

1. **Safety is of paramount importance.**
2. If your section uses radio communication, ensure that instructions are communicated clearly and cannot be confused, for example, it is better to say 'Blocked' than to say 'Not Clear' which can be confused with 'Clear' in a noisy environment
3. Know the section and what is expected of you and the competitors.
4. Be fair and consistent with all competitors even any awkward ones.
5. Do not change rules or decisions part way through the trial.
6. Keep the event running as quickly and efficiently as possible.
7. Don't upset the landowner or the locals – be very polite.
8. Use consideration for other users of the countryside.

This event takes place in a very environmentally sensitive area especially in relation to use by motor sport events. All officials and marshals should be highly aware of this.

SPECTATORS

Keep spectators away from obvious danger points and prevent them from entering prohibited areas in the first place – it is much easier than trying to move them later. It is much easier to control spectators if you have some form of identification, which gives you authority. Be helpful and polite but firm.

INCIDENT PROCEDURE.

Should you witness directly or be advised of an incident, BEFORE investigating yourself, send a colleague to alert the nearest Senior Official. This may be the Section Controller, Clerk of the Course or any of the persons listed as having a mobile phone.

Once you have detailed information regarding the incident ENSURE that this is passed immediately to one of these persons.

IT IS VITAL THAT YOU ADVISE THE ORGANISERS VIA YOUR NEAREST MEANS OF COMMUNICATION REGARDING ANY INCIDENTS AS THEY OCCUR.

- i) Phone the Clerk of the Course immediately.
- ii) If the incident is life-threatening, phone 999 to contact the appropriate emergency service(s)
- iii) If no mobile phone signal can be obtained, send a delegate with a phone and the list of phone numbers to drive to a point where a phone signal is known to be available and ask that person to relay the message, making the 999 call first if demanded.
- iv) If neither Clerk of the Course can be contacted phone the Co-ordinator and pass on the message precisely.

- v) The Co-ordinator should try all senior officials until a response is received

At the scene of the incident, if appropriate:-

- (i) Render the required assistance in order to protect the scene and to help those involved directly in/or with the incident.
- (ii) In cases where there is a danger to the life of the occupants, i.e. vehicle fire, vehicle over a drop, immediately assist the crew from the car, with your personal safety as a primary concern.
- (iii) Where there is no immediate danger to life but there are injuries, leave the occupants in the vehicle, but talk to them and observe their actions until the help you have summoned arrives.
- (iv) With a serious incident, do not move any objects or items from the scene of the incident. This applies to event furniture, logs, debris, etc.**
- (v) On completion of the incident the Section Controller must make out a written report using the form provided in this manual and hand this to the closing vehicle. Please ensure that any person involved or associated with any incident makes no comment regarding any aspect of it to a member of the public or media. Any requests for comments or information should be directed to the Organising team led by the Clerks of the Course.

TELEPHONE NUMBERS

Clerk of the Course	Bernie Pugh	07835407626
Chief Marshal	Davy Thompson	07721854020
Opening Car	Davey Thompson Peter Phillips	
Closing Car	Ian Dixon	07581685887
Co-ordinator/Secretary	Peter Phillips	07477354535
Parkhead Station, Stanhope		01388 526434

Please make a note of any other mobile phones and contacts you need below:

COURSE CARS

Clerk of Course

Bernie Pugh

Opening Car / Chief Steward

Davey Thompson/Peter Phillips

Closing Car / Steward

Ian Dixon

Equipment Clear-Up

As Above

TIME SCHEDULE

Section	Map Reference	First Competitor
Park Head Station	87/000-433	08:01
Tony's Lot	87/064-485	08:10
Stumpy's Stomp A/B	88/072-432	08:40
CONTROL	88/072-432	08:50
Bernie's Bogey	92/009-384	09:15
Jeannie's Jeopardy	92/998-352	09:28
Connie's Climb	92/996-354	09:36
Jess' Jaunt	92/005-356	09:46
Big Al's-A B C	92/009-379	10:02
Chicken Hut A/B	92/953-393	10:40
Steve's Pleasure 1 Observed Test	87/895-442	11:05
Steve's Pleasure 2	87/903-434	11:13
LUNCH (COMPULSORY ALL COMPETITORS)		30 : Minute Break
Beaumont	87/796-446	12:10
Lampie's Way	87/904-401	12:40
Bells Way	87/904-401	12:40
Calvers Hump	87/987-414	13:10
Velvet Path	87/987-414	13:16
Finish Park Head Station	87/000-433	13:26

ALL MARSHALS MUST KNOW THESE RULES AND THE FOLLOWING:

Reporting Relationship

The Clerk of Course for this event is Bernie Pugh. The Chief Marshal is Davy Thompson. The Section Controllers are responsible to the Clerks of the Course and Chief Marshal, and all marshals are responsible to their Section Controller.

Authority

The Section Controller has authority over the affairs of the section, but subject to the instructions of the Clerks of the Course, the Chief Marshal or the civil authorities. In extreme circumstances the Section Controller has the authority to abandon the section. The Clerks of the Course will visit each section during the trial.

Scorecards

Scorecards must be filled in accurately and remain legible (soft pencil is recommended) and when completed handed to the occupants of the closing car.

Running of the Section

Competitors are **NOT** allowed to walk the course unless specified in the road book. Competitors must align at least one front wheel with the start line. As soon as you are sure the track is clear give the instruction "Go in your own time". They have only **ONE** attempt to drive the section from a standing start.

Passengers and 'Bouncing' (not applicable to bikes without sidecars)

Must be in the normal seated position during the trial, they are allowed to bounce up and down but when down must be normally seated. They are allowed to sit in the back of cars with rear seats but not sit on rear bodywork or spare wheels. They cannot get out and push!! At least one passenger must be carried throughout the trial and the number of passengers must not be

varied during the trial. If they don't comply with these rules score them a FAIL or 12 if your section is sub-divided. The specific Motor Sports Association Regulation 4.1.11 states ***'Bouncing' will be permitted only within the confines of the seating compartment and then only so long as no portion of either the drivers or passengers body, other than arms and hands, is placed outside of the car or behind the seat they are occupying'***

Types of Sections

There are 3 kinds of sections on this trial, your scorecard and instructions will signify which applies:

Not sub-divided – competitors either score 6 for a FAIL or 0 for a clear.

Failure means either they were not able to leave the start line (please stop failures "digging holes" on start lines); or they rolled back; or stopped somewhere along the course. They are not allowed to stop and start again (except at a designated restart) or receive outside help (until they have failed), or leave and rejoin the course with all four wheels having been outside the track.

Clear means they cleared the finish line with no problems. Please allow for suspension travel when assessing "roll back". There is **NO** penalty for hitting marker poles on the way up.

Sub-divided – there will be marker poles along the section and competitors receive the score they achieve, from 12 – 0. A 12 is given if they fail to leave the start line. Other scores are determined by looking **UP** the hill – for example if one front wheel has passed the 5 marker the score is 4. The above rules for not sub-divided sections apply with regard to start, stopping, hitting poles etc.

Timed Observed Tests - you will be provided with details of the special test and you will require a stop-watch – please time to 0.1 of a second and record this on the scorecard. If a timed test is not carried out correctly mark FAIL on the scorecard. A FAIL will be recorded for:

1. Starting before the drop of a flag
2. Hitting a marker
3. Stopping other than as permitted or required in the Test Instructions
4. Over-running a line (unless the instruction is for "all wheels over the line")
5. Stopping short of a line
6. Being unable to complete the test as described.

Restarts

If your section has a restart, the following is also applicable. Restarts will be identified by a **box** marked with 4 white **R** boards on each corner. The first **R** board on the right hand side will include the colour identifications of the class group(s) required to do the restart.

1. Appoint a flag marshal stationed at the restart.
2. If Restart is only for certain classes make sure the flag marshal knows whether the approaching competitor should stop or not. Start line marshal needs to communicate this.
3. Flag marshal holds flag out horizontally if the approaching vehicle is to stop at the restart
4. The vehicle can stop with either front wheels or rear wheels within the box. No wheels in the box is a FAIL
5. 2 to 5 seconds after the vehicle has stopped, flag marshal lifts the flag in the air to indicate to the driver to restart
6. Competitor has a maximum of 10 seconds to get going without rolling back. More than 10 seconds is a FAIL
7. Allow for suspension settle but any significant "roll back" will constitute a FAIL – the matchbox test applies, i.e. if an imaginary matchbox behind the competitors rear wheel would get crushed, its a FAIL. It is important to BE CONSISTENT
8. If the restart is on a sub-divide section – a FAIL is scored as the value of the next marker beyond where the vehicle's front wheels stopped. If the restart is on a NOT Sub-divided section – a FAIL is scored as 6 points

Marshals Instructions for Bikes

Types of Sections

There are 3 kinds of sections on this trial for bikes. **Not sub-divided, Sub-divided and Timed Observed Tests.** The descriptions of these sections is exactly the same for bikes as detailed for cars previously.

Running of the Section for Bikes

Competitors are **NOT** allowed to walk the section unless specified in the Road Book. Competitors must align the centre line of their front wheel with the Start Line. As soon as you are sure the section is clear give the instruction "Go in your own time". They have only **ONE** attempt to ride the section from the standing start. Competitors are allowed to dab or foot (place one or two feet on the ground) within 3 metres of the Start Line. A discreet, small white post will be positioned on the right hand side of the section to judge this. Any competitor footing or dabbing outside this distance will be judged to have failed the section up to that point and will either be scored to the next

numbered marker on a Sub-divided section or a 6 on a Not Sub-divided Section.

Restart

If your section has a Restart for bikes it will be indicated with a Bike symbol fixed to the first marker post on the right hand side of the Restart box.

1. The competitor should ride into the Restart box and come to a halt with either or both front or rear wheels (wheel spindles) in the box. Sliding back is permissible as long as the front or rear wheel spindle remains in the box.
2. The Restart marshal should drop the flag as soon as the competitor is stationary as bikes (especially pre65's) can easily slide back on slippery Restarts.
3. On the drop of the flag the competitor should proceed forward (no rolling back after the flag is dropped) and is allowed to foot or dab within 3 metres of the Restart box. A discreet small white post will be positioned on the right hand side of the section to judge this. It is important to be consistent with observations
4. If the Restart is on a Sub-divided Section a FAIL is scored as the value of the next marker beyond the Fail point. If the Restart is on a Not Sub-divided section a Fail is scored as 6.

Timed Observed Test

Competitors will be provided with the requirements for the Observed Test.

The instructions for running the Observed Test are identical to those for Cars detailed previously *with this addition*. **Competitors are allowed to foot or dab throughout the Special Test.**

Equipment provided on each section

Radios or whistles (as appropriate where required)

Section markers

Restart boards (where required)

Score sheet

Section Controllers Manual

Signing on Sheet

Things to bring with you

1.

A mobile phone, if you have one. (Please advise your number)

2.

A heavy hammer

3.
A Torch
4.
Pen/Pencils
5.
Warm clothing/suitable footwear (bright clothing/tabard)
6.
Food and Hot Drinks
7.
This information pack
8.
A clipboard

CLASSES AND COLOUR SECTIONS

Please note that this event is organised using the standard MCC and ACTC colour category system on sections, start lines and restarts:

Class Number	Colour
OA, OB	Green
1 and 2	Blue
3, 4 and 5	White
6 and 7	Yellow
8	Red
Motorcycles A, B, C, D, X,	No Colour – Motorcycle symbol

The competitor's cars should also have the relevant coloured disk clearly visible.

REFRESHMENTS

Subject to fitting in with your time schedule, refreshments are available at:
The Park Head Station, Stanhope from 7:00am at the start and from 13.30pm at the finish for those that have booked with Peter Phillips.



**MIDDLE-ENGLAND CLASSIC VEHICLE CLUB.
DURHAM DALES L D T 10th March 2019**

SECTION CONTROLLERS REPORT

SECTION.....

SECTION CONTROLLER..... TEL No.....

Did the section open on time YES/NO

If No, what was the opening time.....

Reason for any delay.....

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Was the section stopped at any time, if so please give details:

Time of incident..... Car No.....

Driver..... Co-driver.....

Time of Notifying Doctor.....

Name of Doctor.....

Nature of Incident.....

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Name and Address of Casualties.....

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Name and Address of Witnesses.....

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How long was the section closed.....

Signed.....10th March 2019.