

**COLNE YACHT CLUB BATEMANS TOWER RACE MANAGEMENT
PROCEDURES AND OOD DUTIES (REVISED DRAFT MAY 2017)**

- 1 Collect Batemans Tower key from key safe located under signing on board. You will need the combination number
- 2 Collect the signing on sheet and other information from the club house one hour before the scheduled start of the race. At this point if though necessary contact competitors by VHF M1/ channel 37 with information about Race cancellation or postponed start time
- 3 Unlock the Tower. Lock the Padlock onto the hasp or staple to avoid being locked in and put out “OPEN” sign and welcome any visitors.
- 4 Switch on the compressor on the first floor and check the hooter. Switch on the VHF Radio on the top floor and the wind instrument. Check the radio is on Channel M1/37. Do a radio check with one of the competitors. (Any member of the sailing committee). Forward any race information to the competitors.
- 5 Lift the two front windows to the right of the flag pole and hook up on the chains provided. You will then be able to open and hook up the two windows to the left of the flag pole. Hoist the Club Burgee on one of the yard arm halyard. Switch on the power to the VHF Radio.
- 6 Put the signal board control lines on the appropriate cleats on the windowsill. Check the board display is in working order. Left hand trap is the Cruiser Class Flag C, warning signal. Next trap is the Blue Peter, preparatory signal. Next trap International X, individual recall signal. All these are permanent fixtures. The next trap is for displaying the course letter indicator board. The fourth trap is for the course indicator board and the fifth for average lap race indicator board. The shortened course, signal, International S, can be slotted into any trap in front of the permanent display as can the Postponement signal, international Answering Pennant, the General recall, International First Substitute or Race abandoned signal International N.
- 7 To assist the OOD’s view of the start line an angled rod is positioned on the exterior windowsill aligned with the transit marks on both the Brightlingsea and Mersea shores. Sighting along it in conjunction with the transit beacons gives a clear definition of the start line. If working single handed move the clock to the hook on the window frame so it is in your line of sight when watching the start line.
- 8 Check the wind direction and strength . Select a course and put out the required letter in the far fourth trap. Bear in mind wind strength, direction and tidal conditions, the standard time limit and the relative performance of the Yachts entered. Notes below will help with this decision but if in doubt ask for advice by VHF from any members of the sailing committee racing. By displaying course letter X you can put out an improvised course by VHF. Be careful to ensure that all competitors have full details of such a course.
- 9 Start the race as per the sailing instructions. Approximately 10 minutes before the start it is helpful to broadcast a time check. 5 minutes from the start display the

warning signal, flag C with one sound signal. At 4 minutes display the preparatory signal Flag P with one sound signal. At 1 minute cover the P flag with one sound signal. At the advertised start time cover Flag C with one sound signal. If you can identify premature starters, immediately display individual recall signal, flag X with a sound signal. Cover X when the competitors concerned return to the correct side of the start line. If any premature starters cannot be identified display general recall signal, 1st Substitute with TWO sound signals. ASAP restart the start sequence by first giving one sound signal and with drawing the general recall signal then going into the start sequence again.

- 10 Watch the progress of the race. It may be necessary to shorten the course by displaying International Flag S. and by notifying the competitors by VHF. Make this decision in good time so that all competitors are able to comply with the finishing instruction laid out in the sailing instructions without prejudice.
- 11 Finish the race. Take down and note the elapsed time for all competitors. Close down the Tower and return to the Club where the multiple handicap calculations can be done on computer.
- 12 WELL DONE. Come and join the competitors for a much deserved drink.

VARATIONS

THE COCK OF THE RIVER SERIES

The Cock of the River series is run on an average lap basics. Yachts in the lower part of the handicap table can elect to do just one lap of a two lap race. Their elapsed time for one lap is doubled and then corrected. They should indicate on the signing on sheet they are only doing one lap so you must be alert and signal their finish at the end of the first lap and record their time. Prior to the start you will need to place the orange and white indicator board in the trap on the far right hand side. Obviously your choice of course is restricted to the standard two lap river courses OR a two lap course of your devising on displaying the X courses indicator board.

PURSUIT RACES

For these race you need the current list of start times. You will need to correlate this list and the list of competitors and work out the starting sequence. The first Yacht to start you should start accordingly to the standard sequence. Warning, Preparatory, one minute, start. This sequence should be used even if no Yachts are starting at 18-15 hours. It will serve as a time check for the subsequent starts. All subsequent starts one sound signal at the appropriate time. It is helpful if conditions allow to warn each competitor of their start time and count down their start over VHF. As this is a White sail race series, (No Spinnakers) and the boats tend to race short-handed set multiple lap courses. Watch the progress of the race and try to be aware of who is leading at all times. Count down the finish over the VHF.

ADVICE ON COURSE SETTING

BEAFFORT SCALE

Wind speed 0- to 1knot	Force 0	calm
Wind speed 2- to 6knots	Force 1-2	light Airs
Wind speed 7- to 10knots	Force 3	light breeze
Wind speed 11- to 16 knots	Force 4	moderate breeze
Wind speed 17- to 21 knots	Force 5	fresh breeze
Wind speed 22- to 27 knots	Force 6	strong breeze
Wind speed 28- to 33knots	Force 7	near gale
Wind speed 34- to 40 knots	Force 8	Gale

The CYC courses are wind direction specific. They have been designed to give the top section of our fleet a race of between 1.5 and 2 hours. The lower section of the fleet should in theory complete the courses in 2.5 to 3 hours. The factors to be considered when setting a course are 1. The composition of the racing fleet. The split in potential performance. 2. The wind direction. Will the direction remain constant 3. The wind strength, is the wind increasing or falling, acknowledging the force in the gusts will be at least one force higher than the average. 4. The tidal flow over the whole race area and over the estimated duration of the race.

In calm conditions postpone the start until an apparent reliable breeze comes in.

Light Airs. Set a river course. Have the option to shorten but still have a race of reasonable duration.

Light Breeze. If there is some reason to anticipate building wind and benign tidal conditions set an estuary course. If this is not the case go for a river course.

Moderate Breeze. First choice an Estuary course.(or one of the trial courses) Only set a river course if there are strong indications that conditions will deteriorate.

Fresh Breeze. Initially set an Estuary or trial course but consider the conditions in open water. If there is a windward leg with wind against tide the smaller boats will be at a disadvantage so a trial course might be preferred.

Strong Breeze. Probably on most leg the conditions will be testing. In general even if conditions are benign set a Trial Course which should keep the race clear of the more testing potential sea conditions. However if there is any doubt and if a significant proportion of the fleet is made up of smaller craft go for a river course.

Near Gale. You should consider abandoning racing. However if conditions in the river are relatively benign set a river course.

IN GALE CONDITIONS WE SHOULD NOT BE RACING.

For pursuit races always set river courses. Abandon Racing in a Strong breeze.

For Cock of the river a two lap river course has to be used. OR if you feel confident you appreciate all the circumstances set an X course of two laps of your own devising. Again prudent to abandon racing in strong wind conditions.

Benign Conditions. Where wind and tide are together so that the sea is relatively flat. Where the tidal and wind direction and wind force are constant throughout the race. Adverse conditions where wind opposes tide and a sea builds up, where wind force is fickle in direction, is gusty or is noticeable increasing or decreasing. Where the tide changes during the race. Be aware that conditions can change during a race.

If you are unsure ask for advice from members of the sailing committee but treat with circumspection any unsolicited advice what ever the source! You are in charge.