

# HALLCHURCH INDUSTRIAL ESTATE STREET SPRINT SAFETY PLAN

## Organised by the Grass Tentacles Car Club Inc

### 1. INTRODUCTION

**1.1 Authority:** In accordance with the current New Zealand Motorsport Manual, Appendix Two Schedule H this plan sets out the systems that are in place and specifies the processes to use in the event of any injury accident for competitors, officials and the public.

**1.2 Event Control Headquarters:** The Event control will be based in the Club's event centre caravan positioned at the in the pit area next to the exit gate separating the pit paddock from the street sprint start assembly area.

The Event Secretary who also assumes the role, of Results Officer will man the control throughout the day.

The Event Senior Officials are;

Clerk of the Course: Jack Sparrow  
Phone: 01 654 9876  
Mobile: 0752 325 765

Event Secretary: Jill Sparrow  
Phone: 01 654 9876  
Mobile: 0752 532 567

Event Safety Officer: Jim Hawk  
Phone: 01 654 6543  
Mobile: 052 765 567

### 1.3 Safety Services Contact Details:

**In event of an Emergency Phone 111, - for non urgent calls;**

- (a) Police:** Contact - Community Officer Eric Plod on 01 654 0000
- (b) Hospital:** Contact – Dr Spilling or Staff Nurse Nightingale on 01 654 0011
- (c) Fire Service:** Contact – Station Officer Bill Match on 01 654 0022
- (d) Medical services:** St Johns are providing three trained personnel and a St Johns Ambulance. In the event of non arrival at the prearranged time of 8.30 am contact Jane Saint James on 01 654 6531

**1.4 Event Intervention:** John Finch will have his Toyota Caldina SW (Intervention One) stationed adjacent to the Start line for use as an intervention vehicle. Fergus Thrush will have his Ford Courier (Intervention Two) stationed at marshal post three which is approximately half distance around the sprint course and Fly-by-Night Towing Services will have two wrecker / recovery vehicles on site one at the start line area the other at marshal post four.

The St Johns Ambulance will be stationed at the start line.

Both of the intervention vehicles will be equipped with;

- Tow ropes
- Fire extinguishers

One of the two St Johns personnel along with a volunteer fireman will travel in the vehicle with John on any intervention.

Fergus will have a volunteer fireman travel with him on any interventions.

John and Fergus will have cell phone and radio contact with the Clerk of the Course.

- 1.5 Communication Network:** The club radios will be used for communication between the Clerk of the Course Event Control Start line, marshal posts (five posts), Finish line, crowd control and intervention vehicles.

## **2. VENUE**

- 2.1 Location:** The course, situated in the Hallchurch Industrial Estate, uses part of Beard Street, Jackson Road, Davies Road, Verne Street and Smithson Street, plus all of Torrens Street and James Road. All these roads are administered by the Hallchurch Town Council.

- 2.2 Course - Length and Surface:** The street sprint course is made up of one pass around the defined course to finish on James Road a total distance of 1.95 km. The road surface is all hot mix although it contains a number of repairs in light grade road chip.

Cars will be started at ten second intervals.

- 2.3 Vehicle Access and Egress to Venue:** Competitor access to the venue is via Smithson Road town centre end and at the road closed sign competitors will be directed into the Hallchurch Bus Company Yards, which are the pit paddock area for the event.

The turn off into the pit paddock area will be signposted.

Spectator cars will turn off Davies Road or Smithson Road (County ends) to enter the Hallchurch Rugby Grounds car park area.

The Davies Road – Torrens Street Road closed intersection area will be kept clear at all times to give easy access for emergency vehicles.

The distance from Davies Road – Torrens Street intersection to Short and Sweet Hospital 4.75 km.

## **2.4 Venue Security:**

- (1) Road Closure:** The Hallchurch Town Council administers all the roads of the Hallchurch Industrial Estate.

**Contacts:** Roading Manager Bill MacAdam (for all matters pertaining to the roads including surface damage) Phone Mobile 012 545 779 or during Business Hours 0800 988 670

Administration Manager Hugh Boggy (for any queries on road closure or resident complaints) Phone Mobile 012 545 790 or during Business Hours 0800 988 670

- (a) **Road Closure Schedule and Conditions:** All the roads forming part of the Industrial Estate named in Article 2.1 of this plan have been closed by order of the Hallchurch Town Council under the 10th Schedule of the Local Government Act from 8.30 am until 4.30 pm on the 29th February 2004.

As a condition of this closure the club is obliged to provide access on Beard Road to the Hallchurch Bus Company at least every two hours if requested. Such access will be under the direct control of the Clerk of the Course.

- (b) **Road Closure Marshal Requirements:** John and Anne Smyth will organise the Hallchurch Rotary Club volunteers to man all six Road Closed points and will undertake to brief these persons on their responsibilities particularly regarding;

- Issue of the MotorSport NZ spectator leaflets,
- Advise on spectator parking and the need to keep the road clear.
- Inform road users of the road closure details and alternate routes to go round the closed off area.
- Advise the Clerk of the Course by cellphone if any building lease holders need urgent access through to their buildings.

- (2) **Spectator Control:** A whiteboard at the foot exit of the spectator paddock will advise spectators of the location of three areas suitable for viewing. The nature of buildings in this estate severely limits spectator viewing.

These three areas will be under the control of Alf Hilter and Bill & Agatha Doors.

The three areas [marked as S1; S2 & S3 on the drawing attached] are in easy walking access of the spectator paddock across the empty sections of the estate (permission has been gained for this access).

In each of the viewing areas chosen spectators are behind large square hay bale barriers placed end to end to form a continuous wall. In S1 a safety tape temporary fence will be erected 1 metre back from the hay bales. In areas S2 and S3 all spectators are behind 2.5 metre "hurricane" mesh fences with the hay bale walls being between the mesh fence and the road.

Jack and Carol Holden will control the spectator crossing between the car park and S1; Byron Hoki will control the spectator crossing between the car park and S2 and Jenny Boat will control the spectator crossing between S2 and S3. In all three cases crossings will only be permitted when the "William Tell Overture" plays over the public address system.

All other areas of the street sprint course are deemed prohibited areas and the intermediate post marshals will be briefed to inform the event control immediately if they sight a person who has strayed into any prohibited area.

The Clerk of the Course will prevent any further competitor starting until the person(s) have been moved back to one of the three spectator areas.

## 2.5 Competition Manning Levels:

### (a) Start line: Two marshals;

Starter – who will;

- Line up the car at the start line so as not to break the timing beams prior to the start signal, and
- Maintain radio contact, and
- Give the start signal by lifting the green flag from in front of the drivers side of the windscreen, and
- Act on any instruction from the Clerk of the Course

Assistant Starter – who will;

- Record the car numbers in starting sequence, and
- Ensure that the competitors and passengers are buckled in and helmets fastened prior to starting.

### (b) Finish line: Two Finish marshals who will;

- Record the car numbers in finishing sequence, and
- Ensure the timing beam remains aligned at all times
- Maintain radio contact, and
- Act on any instruction from the Clerk of the Course

### (c) Intermediate Marshal Points: There are five intermediate marshal posts each will have a minimum of two marshals. Each post will be equipped with;

- A radio, and
- Red flag, and
- Fire Extinguisher.

These marshals will have clear view along a large portion of the streets and in some instance views across the vacant sections. In addition to the task of ensuring the roadway is clear the posts will be responsible to ensure no spectators stray onto any of the prohibited areas.

### (d) Other Marshals (if applicable): Two marshals will be required for pit paddock duties. Their main task to ensure that access ways are kept clear at all times and cars are assembled in the correct starting sequence.

## 2.6 Course Clearance: The Clerk of the Course will personally inspect the course prior to the commencement of the event and again after each round of the competition.

His vehicle will be fitted with a flashing yellow light and will be the official course clearance car.

No vehicle can move onto the course without the express permission of the Clerk of the Course.

## 2.7 Venue Layout: Attached to this Plan is a venue plan detailing the areas open for public viewing, the course layout and any safety features added to the venue.

## 3. SPECTATOR AREAS

### 3.1 Spectator Area Plans: Refer to venue plan attached

#### 4. SAFETY OF OFFICIALS AND COMPETITORS

4.1 **Officials and Marshal Training / Briefings:** A marshal briefing will be undertaken by Jack Sparrow at the start line commencing at 8.30 am to ensure that all officials controlling the event and particularly those at spectator viewing points are fully aware of safety requirements.

4.2 **Competitors Safety:** The event will be conducted in accordance with the requirements of the current Appendix Five Schedule C Part 1. A competitors briefing will be held prior to the commencement of the event outlining the event procedures with emphasis on all safety aspects.

#### Attachment Venue Plan

