

Organising & Running a 505 World (or European Championship)

SUMMARY

An International Championship will normally be organised by members of the 505 Association in the country where the regatta will be held with input and oversight from the International 505 Association. This group, the Organising Committee will generally work closely with the Venue chosen by the 505 membership at an AGM. The Organising Committee and Venue are responsible for organising and managing the regatta as per Class requirements and as outlined in this document.

The Venue will normally enter into an Agreement with the 505 Association which would stipulate what the Venue will provide and what the venue would charge. This information would initially be provided by the venue at the time of bidding or offering to host the regatta. As a minimum, a venue will generally need to provide all the resources to host the boats, competitors, support personnel & equipment both on shore and on water. See MINIMUM REQUIREMENTS below.

If the venue has catering or social facilities the Organising Committee will generally also ask for or negotiate pricing for social and presentation functions.

As a general rule the venue's costs and charges for hosting and providing the racing and the social functions is covered by entry fees paid by competing boats. Typically, these costs would be covered by about 80¹ boats. When the event attracts a larger number of boats the Organising Committee will generally look to spend the larger budget on more or enhanced social functions, free food and maybe beer for competitors after racing, free merchandise, container or other travel subsidies, subsidising the entry fee for youth or junior sailors, etc.

In addition to charging for the racing and hosting the fleet, a Venue would normally expect to enjoy substantial income from the competitors, friends, family and support personnel using the venue, restaurants, bars and canteens. 505 Sailors do like to eat and drink and generally have a high level of disposable income.

The 505 Class will also likely arrange product and cash from sponsors which it will use to enhance the regatta and encourage more entries.

Other than a venue's usual sponsors, all sponsorship raised belongs to the 505 Class and how it is allocated will be decided by the International Class Executive in conjunction with local 505 association members.

HOSTING AN INTERNATIONAL 505 EVENT.

In order of priority a World Championship should consist of:

1. **MINIMUM REQUIREMENTS.** –

- a. Resources and personnel on & off water to provide the racing as detailed in RACING REQUIREMENTS below.
- b. Container handling costs, agents' fees and haulage. These costs should be budgeted from ship's side to ship's side in the host territory. *(Competitors are responsible for organising and paying to get their containers from the home country to the nearest port in the host*

¹ Typically the entry fee from the first 70-80 boats will all be required to cover the host venues costs to provide the racing and related onshore facilities, a presentation function and a basic welcome function. Where entries are in excess of this, the venue will generally charge an additional amount per 10 additional entries to cover the requirement for one additional safety boat. The rest will generally be used by the Organising Committee to fund the additional activities listed.

country)

- c. Sufficient space to store containers adjacent to the boat park and accessible by competitors at all times. (Containers will generally arrive well in advance of the regatta)
 - d. An appropriate place to store road trailers for those competitors driving to the venue).
 - e. Appropriate boat park space for the expected numbers (normally between 80 and 180 boats) including wash down facilities.
 - f. Sufficient launching ramps for competitors to launch and retrieve boats each day (in 30 minutes or less).
 - g. Facilities for launching and berthing and fuelling coach boats, spectator boats, media boats.
 - h. Appropriate and sufficient toilet and shower facilities.
 - i. Club house facilities where competitors can meet.
 - j. A room where the Class can hold its annual AGM
 - k. Suitable indoor space and equipment for speedy and accurate regatta measurement and weighing of boats, equipment, spars and sails (note: the International Association can normally supply electronic scales, check weights and Mylar templates for sail measuring).
 - l. A suitable indoor room for Jury and hearing protests.
 - m. A suitable place for setting up and charging boat trackers
 - n. In addition to the resources and personnel to set the required courses, run the racing as per the standard Class Sailing Instructions and provide sufficient safety boats, two additional boats need to be provided for the Jury. Tracking equipment may also need to be carried by the gate boat and placed on all course marks.
 - o. Sundry expenses needed to run the racing and safety. Eg. Bow number stickers, trolley numbers, etc
 - p. There may be some additional requirements for Sponsors but generally any associated costs would be covered by Sponsor provided funds (eg sponsor branding on course marks).
2. **A prize giving & social function** in the evening of the last day of sailing. This should include plenty of food and a bar where everyone can buy drinks. The food can be a sit down meal or buffet. Normally the attendees would be competitors, family and friends, volunteers, race management team, jury and maybe sponsors. Suitable audio-visual facilities should be available. While this function is funded for competitors from the entry fee, family and friends would pay for their tickets. The Regatta budget ideally covers the cost to invite volunteers, race management and jury.
 3. **A welcome social event** normally held after the last day of the Pre-worlds. Like the presentation function it is generally funded from entry fee for competitors but family and friends will often be asked to pay at least some of the cost.
 4. **Food** (pasta) and maybe beer for competitors after racing each day.
 5. **Regatta merchandise** for competitors, family, friends and volunteers. How much of this is provided free and how much is sold will depend on the budget and be decided by the Organising Committee
 6. **A midway party** on the eve of the Worlds lay day. Ideally funded as per the other functions.

RACING REQUIREMENTS

1. **Race Programme**

A World Championship shall comprise ten scheduled races held over six days.

- a. Two days of registration and measurement followed by
- b. Two days of Pre-Worlds racing followed by
- c. One more day of registration and measuring
- d. 3 days of Worlds racing followed by
- e. One spare or rest day (which may also be used for racing) followed by

- f. Two final days of racing
 - g. Six races in total for the Pre-Worlds and ten races in total for the World Championship.
 - h. There shall be no more than three races per day.
 - i. Four races are required to be completed to constitute a Championship series.
 - j. The Sailing Instructions should contain provision that if a race cannot be sailed as scheduled, it may be postponed to the next day.
 - k. The **Notice of Race** and **Sailing Instructions** shall be submitted to the International Office for approval prior to publication. The Organisers should use the standard Class Sailing Instructions and Notice of Race with only venue and date specific changes.
2. **Race Committee.** The Race Committee shall include at least one Association Member nominated by the ICA and conversant with the Rules and procedures of the Class who may advise the Chairman of the Race Committee on all decisions affecting the conduct of the races, and shall serve as the principal liaison officer between the Race Committee, the International Jury and the Competitors. At the conclusion of each day's racing, the Association Member serving on the Race Committee shall be available at a time and place to be specified in the Sailing Instructions for the purpose of receiving comments from the competitors on the conduct of the Championship.
 3. An **International Jury** shall be convened for the Championship in accordance with the Racing Rules of Sailing ("RRS"). The Jury is appointed by the ICA, but nominations may be made by the Organising Committee. The Organising Authority is responsible for the expenses of the jury members, see Championship Guidelines, 4.3.
 4. **Limiting Conditions.** Races should not normally be started when the wind:
 - regularly exceeds 30 knots (15 metres per second) although this limit may be lower if there are difficult sea conditions or other factors, such as shallow water, that increase the likelihood of serious damage.
 - Or is less than 4 knots (2 metres per second) for significant periods.
 5. **Committee Boat and Mark Boats**
The Organising Authority shall provide an adequate committee boat that can be suitably manoeuvred and anchored. It should have radio communication with the shore and all mark boats, safety and support boats.
 6. **Safety Boats** There shall be at least one safety boat to every ten boats competing and a proportion of these should have a low enough freeboard to allow manoeuvring close to competitors without risk of damage.
 7. **Jury Boat.** There shall be at least two fast and manoeuvrable vessels with good all-round visibility at the disposal of the International Jury.
 8. **Press and Spectator Boats.** There should be adequate facilities to enable any press and spectators to go afloat to watch the racing without interfering with the operation of the craft involved in the management of the racing.
 9. **Courses.** See **Course Configuration** for details.
A spacer or offset mark is included at the start of the leeward leg and a gate at the end of the leg. The spacer mark should be approximately 100 metres to port of the windward mark to separate boats beginning the leeward leg from those approaching the windward mark.
The leeward gate should be about 75 metres wide. Marks should be rounded to port (except for the gate). GPS or other electronic positioning equipment should be used to lay the course and ensure the accuracy of any course change introduced by the Race Committee as a race proceeds.
Gate starts should be used. A mixture of triangle and windward leeward courses should be used (See **Course Configuration** diagrams for details). When using a triangle the course should be an approximate isosceles triangle. Treating the windward leg as the base of the triangle, the angles to the other two sides (the reaches) shall be about 45 degrees, although in light winds this should be

increased to about 55 degrees.

The distance from the windward mark to the leeward gate should typically be about 1 nautical mile. The exact length will be determined by the wind strength and the number of boats. When large numbers of boats are competing the start (and finish) should be below (downwind) of the leeward gate by up to 0,5 nautical mile to ensure a fair first work.

10. **Target times** for one race days should be 75 mins. For multiple race days target time should be 60

11. **Marks** should be large enough to be seen from the preceding mark and Mark Vessels should be available to enable the marks to be moved in the event of a major wind shift.

OTHER EVENT GUIDELINES

- **Choice of Water**

The sailing water shall be chosen with care to ensure reliable sailing conditions. Particular attention should be given to the following considerations:

- The centre of the race course triangle should normally be at least two nautical miles away from any land.
- The sailing area shall not be subject to extremes of strength or complexity of tidal streams.
- Land adjoining the course area should not significantly deflect the wind.
- Predicted climatic conditions should assure suitable winds which are reasonably steady in direction and strength.
- The course area should be a reasonable distance from the launching area. Should the course be far from the launching area, facilities for towing the fleet to and from the race area should be available.
- The launching site should be capable of launching the Championship fleet with trolleys within thirty minutes.

Shore Facilities

The following facilities should be close to the launching area and fully described in the Organising Committee's detailed application:

- Dinghy park.
- Changing rooms, toilets, showers and first aid facilities.
- Chandlery, sail making and repair facilities.
- Boat washing.
- Car parks (when necessary).
- Refreshments.

Other Facilities

The Organising Authority should ensure the availability of the following facilities either close to the dinghy park or served by adequate means of transport. Details shall be included in the initial proposal to host an event.

- Clubhouse where Members can meet.
- Facilities for Competitors to access the Internet. As a guide the "internet café" should be available for at least three hours before sailing and for three hours after the boats come ashore. The ideal ratio is one workstation per twenty boats.
- Adequate accommodation varying in price, including camping facilities.
- Suitable venues for the prize giving dinner, social functions, the Annual General Meeting and any other International Association meeting.
- Suitable indoor accommodation and equipment for speedy and accurate regatta measurement and weighing of boats, equipment, spars and sails (note the International Association can normally supply electronic scales, check weights and Mylar templates for sail measuring).
- Suitable areas for unloading and storing 40 ft. ISO containers within easy walking distance of the boat park.

- **Event Calendar.** The racing and social calendars shall be so arranged as to provide sufficient free time for International Association meetings. At a World Championship this will normally be a meeting of the International Governing Council and the Annual General Meeting of the International Association.

EVENT FUNDING

The Class (via the Organising Committee) will normally expect the venue to provide and quote for providing the racing and on-water functions as listed in 1 (MINIMUM REQUIREMENTS) above. This would normally be done as part of a venue's initial proposal and before the Class confirms the venue. If the venue has the capability to host the social events and/or provide after racing food and drinks, the Organising Committee would normally also negotiate prices for the venue to provide and cater for those functions. Otherwise a Venue may have the facilities where Organisers can set up a canteen staffed by volunteers to provide food and drink for competitors. This is often a way for the organising Committee to raise funds to help cover the various regatta costs.

Should there be any other aspects of the regatta that the venue or local authorities wish to provide quotations for (such as local photographers) this would normally be encouraged by the Organising Committee. Where possible the Organising Committee would encourage competitors, family and friends to use facilities provided by the Venue or local community (venue cafeteria, bar, restaurants, etc).

In addition to the costs for the venue to provide the racing and related shore facilities (See 1 above) Organisers would normally need to also allow for and fund the following:

1. Travel, accommodation & subsistence for the jury.
2. Travel, accommodation and equipment for the Championship Chief Measurer ?.
3. Travel and accommodation for the International President. (World Championships only)
4. Measurement facilities.
5. Merchandise cost and revenue.
6. Franchise & licensing costs and revenue.
7. Press facilities ashore and afloat.
8. Prizes and memento costs.
9. Social events if not covered by the venue.
10. Signposting if not covered by the venue.
11. Separate press and spectator craft.
12. Meeting Sponsor requirements (any material cost would normally be negotiated with the Sponsor as an integral part of the arrangement).

Request for Pricing

Venue

Event

Venue and racing costs.

Price to provide items 1- 20 below for 80 boats

Additional price for every additional boat

(Allow 1 additional safety boat for approximately every 10 additional entries)

Maximum number of boats (if any)

1. Getting shipping containers from the nearest international shipping port to the venue (and back). (Competitors are responsible for organising and paying to get their containers from their home country to the nearest port)
2. Sufficient space to store containers adjacent to the boat park and accessible by competitors at all times. (Containers will generally arrive well in advance of the regatta)
3. An appropriate place to store road trailers for those competitors driving to the venue.
4. Appropriate boat park space for the expected numbers (normally between 80 and 180 boats) including wash down facilities (must be a hard or grass surface. Not sand or dirt).
5. Sufficient launching ramps for competitors to launch and retrieve boats each day (in 30 minutes or less).
6. Facilities for launching and berthing and fuelling coach boats, jury boats spectator boats, media boats.
7. Appropriate and sufficient toilet and shower facilities
8. Club house facilities where competitors can meet
9. Suitable indoor space and equipment for speedy and accurate regatta measurement and weighing of boats, equipment, spars and sails (note the International Association can normally supply electronic scales, check weights and Mylar templates for sail measuring).
10. A suitable indoor room for Jury and hearing protests.
11. A suitable place for setting up and charging boat trackers
12. Two days of registration and measurement followed by
13. Two days of Pre-Worlds racing (normally 3 races per day) followed by
14. One more day of registration and measuring
15. 3 days of Worlds racing followed by
16. One spare or rest day (which may also be used for racing) followed by
17. Two final days of racing (12 World Championship heats in all)
18. (please note that allowance should be made for some competitors to arrive prior to the first day of registration.
19. In addition to the resources and personnel to set the required courses (see standard 505 course configurations for details), run the racing as per the standard Class Sailing Instructions, and provide sufficient safety boats, two (?) boats need to be provided for the Jury. Tracking equipment may also need to be carried by the gate boat and placed on all course marks.

20. Sundry expenses such as bow and trolley numbers.

21. Please note that normally the Class will provide a Class PRO.

Social Functions (please include details of what is included)

Cost per head for Welcome function _____

Details _____

Cost per head for Midway party _____

Details _____

Cost per head for final Presentation function _____

Details _____
