

## SECTION 1.1 - INTRODUCTION

### THE ROYAL PRINCE ALFRED YACHT CLUB

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#### (ACN 000 095 063) ("Club") Notice to Participants ("Notice")

Participants must take care especially when in the vicinity of, or when, rounding buoys during Club Events and at all times take reasonable care to avoid injuring other participants. Nevertheless, participants should be aware that collisions between boats can and do occur during sailing Events.

sailing Events are intended to be good fun and to promote wellbeing and comradeship. Participants should enjoy themselves, but not at the expense of other participants in Club Events, and should at all times observe the World Sailing (WS) Racing Rules of Sailing, the International Rules for Prevention of Collisions at Sea, the rules and regulations as stated in the Notice of Race and Sailing Instructions and display good sportsmanship in order to promote the sport of Yachting.

### CONDUCT OF MEMBERS

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Extract from the RPAYC By-Laws.

- (i) Members will not engage in conduct:
  - which is prejudicial to the interest of the Club;
  - which causes offence to other members, their guests or visitors; or staff
  - which is unbecoming of a member.
- (ii) Members must act at all times in accord with the Club's Values Statement, set out in Annexe B.
- (iii) Any person creating a disturbance or interfering with the peaceful enjoyment of fellow members and their guests will be requested by Club Staff or Elected Club Officials to vacate the Club Property forthwith.
- (iv) Members should, at all times, be mindful of the beliefs and cultural diversity of other members and their guests together with the concept of equal opportunity for all.
- (v) Members shall not use any part of the Club's Property in any manner which breaches any law relating to Work Health and Safety or the Environment Protection Act or creates any occupational health and safety problem or an environmental problem. The members shall comply with any directive given by Club Staff concerning Work Health and Safety and Environmental Protection Act.
- (vi) Members will comply with the relevant statutory requirements with regard to workplace practices and environmental management and any workplace practice and environmental management control determined by the Club from time to time.

- (vii) Any damage caused by a member or vessel to Club Property or other person's property must be reported to the Club within 24 hours of the occurrence and will be recorded in the Club's Incident Register.
- (viii) Members are also encouraged to report any near miss incidents so the Club may proactively attend to risk management.

## **FOUNDED**

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The Club was formed with ten Members on the 15th October 1867, and named The Prince Alfred Yacht Club. Permission to use the prefix "Royal" was granted by His Majesty, King George V in August, 1911.

## **BY WARRANT**

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Under the Seal of Office of the Lord High Admiral of the United Kingdom of Great Britain and Ireland etc., Members of the Club are permitted to wear the Blue Ensign of Her Majesty's Fleet on board their vessel, on certain conditions laid down in the said warrant.

## **PATRON**

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1867-1900 His Royal Highness Prince Alfred, The Duke of Edinburgh.

1901-1909 His Majesty King Edward VII

1910-1936 His Majesty King George V

1981-2002 Sir Roden Cutler, V.C., A.K., K.C.M.G., K.C.V.O., C.B.E.

2015- The Honourable Bronwyn Bishop

## **INCORPORATION**

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The Royal Prince Alfred Yacht Club

The company is registered according to law.

The company is a public company limited by guarantee.

The day of commencement of registration is the 15th May 1951.

A.C.N. 000 095 063

A.B.N. 50 506 904 724



## COMMODORES MESSAGE

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### The RPAYC – Excellence in Sailing

Welcome to The Royal Prince Alfred Yacht Club Sailing Handbook 2019-2020.

As Club Members at the Alfred's we enjoy world class facility, access to one of the best waterways on the planet and a dedicated and skilled group of member volunteers and professional staff to facilitate all our sailing activities under the mantra of "Excellence in Sailing".

Our sailing calendar remains extensive and caters for a full range of sailing interests as well as social activities in and around the Club for Members and their guests to enjoy. In addition to this Handbook, the Club's events calendar can be viewed on the Club's website with special events seen across our social media platforms.

Our strategic goals have and will continue to be very much centered on participation across all levels. I would like to encourage all our Members to make the most of our wonderful facilities, local, extended environs and sailing and training services at the Club to participate in whatever sailing, boating and social activities that spark your interest.

As part of a number of initiatives to encourage participation, full Club membership includes race entry fees for most club racing events (some regattas and offshore events are excluded so please refer to the website for details). There is also an extensive range of training available across all sailing activities and levels of competence to help improve skills and knowledge and to obtain the appropriate qualifications for the boating you are undertaking. We will continue to share and invite participation to our world class racing with members of our sister Australian Sailing affiliated Clubs so we may enjoy the competition gained from increased participation.

Of course, the Club's "Excellence in Sailing" mantra is shared by everyone. Whether going for a motor around the bay, cruising or racing inshore or offshore, launching our off the beach boats or just getting in and out of the marina, we all should be aiming to be the best sailors that we can. In particular, when we enter the Club and step onto our boats, we have an obligation to the safety and well-being of both ourselves and those with whom we share our magnificent waterways.

All members should have already undertaken a review of their boats requirements and had the appropriate equipment compliance audit done by the Clubs Special Regulations Equipment Auditors in readiness for the season ahead. However, I would like to remind all skippers/boat owners that it is ultimately your responsibility to prepare and to keep your boat well founded and maintained to the elected category as per the "Blue Book" and additional Club and RMS Maritime requirements. The decision to race should also be measured against your crew's ability and qualifications to handle the vessel in the prevailing wind and sea state.

Each skipper and each crew member should also take the time to update themselves with the 2017-2020 World Sailing Racing Rules of Sailing (RRS), Australian Sailing Prescriptions, Special Regulations and other Statutory Rules and Regulations but also ensure that we are all behaving in a responsible and courteous manner on our waterways. This season the Club will be holding additional Rules sessions. There will also be electronic links to cover these important aspects which will be beneficial in both passing on new knowledge of



any changes in rules/regulations as well as reaffirming existing knowledge and thereby providing a sound and consistent base across our Divisions to underpin safe and enjoyable sailing in our many different sailing formats.

Embedded in the RRS and our General Notice of Race and Sailing Instructions is also a requirement to nominate the Person(s) in Charge (PiC) for each boat and that PiC must complete the PiC Declaration in a boats entry form. If there is a change in PiC or helm for any race during the season then notification to the Sailing Office is required prior to the race commencing and a fresh or updated declaration completed by the nominated PiC online. The declaration is an important document to reaffirm responsibilities of PiC and risk compliance and management.

Boat owners are also reminded that the RRS requires all crew (after 3 races) to be a member of Australian Sailing (AS), this can be through membership of the RPAYC or other AS affiliated Clubs. RPAYC membership incorporates the membership of Australian Sailing which in turn provides basic coverage under the Australian Sailing Personal Injury Insurance.

General Club Membership is the equivalent of approximately \$10 per week and we ask all members to encourage their crew mates to join the Club, use it as much as possible and contribute to the cost of running the sport and the facilities that we enjoy.

The club publishes a variety of communications to keep you all informed of the many activities and members achievements; there is no excuse to miss anything.

The Club website [www.rpayc.com.au](http://www.rpayc.com.au) offers quick access to news items, updates and all points of interest on offer at the Club. The Club also puts out regular updates through weekly newsletters, posters and social media. I encourage all members to visit the Crew or Boat Finder page with links to Sailconnect and Mysail, the most popular sites to search for additional crew for racing, cruising or a delivery; both potential crew and boat owners can register their specific needs. The Club will continue to maintain a crew board in reception to help with any last-minute crew requirements.

The clubs various committees continue to work endlessly to attract, retain and find ways to introduce crew to boats. At the core of this has always been introducing crew by association in addition to the new technologies available. I encourage all members to invite their friends and family to the club to see the great facilities

Finally, at the Alfred's we rely heavily on volunteers to assist in all our sailing and other related club activities from Yacht Race, Cruising, Centreboard and other committee involvement, Special Regulation Auditors through to on water race management teams. Volunteers are the backbone of our Club and I thank all these members in advance for the time and effort they put in and ask you to do the same when the opportunity arises, or even better offer to help out in a similar manner and enjoy a satisfying and rewarding part of participation and involvement in our sport.

I look forward to seeing you all at the Club and on the water, participating and enjoying our great sport and comradery of fellow members and visitors.

**Michael Lockley**  
**Commodore**





# COME CREWING



**Contact us today:**

The Royal Prince Alfred Yacht Club

16 Mitala St, Newport NSW 2016

Phone: 9998 3700

Email: [sailing@rpayc.com.au](mailto:sailing@rpayc.com.au)

Web: [www.rpayc.com.au/sailing/crew-or-boat-finder](http://www.rpayc.com.au/sailing/crew-or-boat-finder)



## SECTION 1.2 - GENERAL CLUB INFORMATION

### INCORPORATION

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#### THE ROYAL PRINCE ALFRED YACHT CLUB

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Street Address: 16 Mitala Street, Newport NSW  
Postal Address: PO Box 99 Newport Beach NSW 2106  
RPAYC Tel: 02 9998 3700  
Sailing Office Tel: 02 9998 3771  
Email: [sailing@rpayc.com.au](mailto:sailing@rpayc.com.au)  
Web: [www.rpayc.com.au](http://www.rpayc.com.au)  
Club base Radio Frequency: VHF Channel 77

#### Committee Vessels

Alfred's 1 (Grand Banks 36)      0428 276 409  
Alfred's 2 (Steber 34)            0458 787 500

#### Emergency Contact Numbers (dial 000 for immediate assistance)

NSW Water Police Broken Bay	000 or 02 9979 4044 or 02 9910 7899, Duty Officer 0412 162 093
NSW Water Police Sydney	000 or 02 9692 5411
NSW Police Marine Area Command (MAC)	02 93207499
Roads and Maritime Services	13 22 13
Roads and Maritime Services Bayview – (Fri & Sat only)	13 22 13
Marine Rescue, Cottage Point	02 9456 3055 (Sat, Sun & PH only)
Marine Rescue, Broken Bay	02 9999 3554 (Sat, Sun & PH only)

#### GOVERNING BODIES

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##### Australian Sailing

Level 1, 22 Atchison Street, St Leonards NSW 2065  
Locked Bag 806, Milsons Point, NSW 2061  
Tel: 8424 7400  
Web: [www.sailing.org.au](http://www.sailing.org.au)



## CLUB ADMINISTRATION

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General Manager	Craig Evans: craig.evans@rpayc.com.au
Executive Assistant	Lisa Hughes: lisa.hughes@rpayc.com.au
Race Director	Nick Elliott: nick.elliott@rpayc.com.au
Administration Manager	Pip Lodder: pip.lodder@rpayc.com.au
Membership Services	Leah Solomon: leah.solomon@rpayc.com.au
Reception	reception@rpayc.com.au
Concierge	Ted Glass: reception@rpayc.com.au

## SAILING AND COMMUNICATIONS AND MARKETING

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Sailing & Communications Manager	Brendan Rourke: brendan.rourke@rpayc.com.au
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### Sailing and Training

Sail Training & Centreboard Administrator	sailtraining@rpayc.com.au
Yachting & Training Co-ordinator	Andrew Phillips: andrew.phillips@rpayc.com.au
Club Coach	Tom Spithill: tom.spithill@rpayc.com.au
Youth Development	yd@rpayc.com.au
General Enquiries	sailing@rpayc.com.au

### Marketing and Communications

Communications Coordinator	Katie Pellew: katie.pellew@rpayc.com.au
Marketing Inquiries	marketing@rpayc.com.au

## HOUSE & FUNCTIONS

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House Manager	Mandy Hansen: mandy.hansen@rpayc.com.au
House Supervisors	Sturt Royle & Sandy Chase: functions@rpayc.com.au

## MARINA, MOORINGS, HARDSTAND & BOATYARD

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Marine Services & Operations Manager	Kylie Brown: kylie.brown@rpayc.com.au
Facilities Supervisor	Dan Deamer: dan.deamer@rpayc.com.au
Waterfront	Andrew Connell: andrew.connell@rpayc.com.au
Waterfront	Mitch Hargreaves: mitch.hargreaves@rpayc.com.au
Boatyard Operations Manager	Garry Moon: garry.moon@rpayc.com.au
Boatyard Services Manager	Monique Mobbs: monique.mobbs@rpayc.com.au
General Enquiries	waterfront@rpayc.com.au boatyard@rpayc.com.au

## SAILFIT GYMNASIUM

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Gym Supervisor	Tana Anderson: tana.anderson@rpayc.com.au
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*Sailfit*  
RPAYC FITNESS CENTRE



## FLAG OFFICERS

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### COMMODORE & VICE COMMODORE

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#### Commodore

Michael Lockley *"Pretty Woman"*

#### Vice Commodore

Ron Palmer *"Inevitable"*

### REAR COMMODORE'S

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#### Rear Commodore Yacht Racing

Allen Stormon *"Gezzabelle"*

#### Rear Commodore Centreboard

David Taylor *"Rapid Fire"*

#### Rear Commodore Cruising

Leon Wilson *"Nirvana's Kitchen II"*

#### Rear Commodore Membership

Liz de Soyres *"Twiggy"*

#### Rear Commodore Activities

Julia Hornsby *"Pick Pocket"*

### BOARD OF DIRECTORS

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#### Commodore

Michael Lockley *"Pretty Woman"*

#### Vice Commodore

Ron Palmer *"Inevitable"*

#### Directors

Simon Grosser *"Young at Heart"*

James Mayjor *"Whisper II"*

Lauren Crossman *"Aero"*

Murray Glase *"Gypsy Princess"*





## COMMITTEES

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### SAILING COMMITTEE

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#### Race Committee

Allen Stormon (Chairman & Fleet 2 Representative), Nick Elliott (Race Director/PRO/Organising Authority Liaison), Martin Cross (Fleet 3, OD & Sportsboat Representative), Ian Edwards (Offshore Fleets Representative), Elaine Fowler (Race Officer & Women's Representative), Mark Griffith (Fleet 1 Representative), Steve Hatch (Rules Representative) & Russell Murphy (Membership Representative).

#### Rules, Protests & Umpires

Ken Moxham (Chairman), Jim Gordon, Steve Hatch, Chris Heraghty, Richard Hudson, Stephen Merrington, Richard Slater, Liz de Soyres and David West.

### CRUISING COMMITTEE

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Leon Wilson, Murray Glase (Board Liaison) Doug Coombs, Williams, Sonia Williams, John Groves, Megan Nixion, Rodger Kennedy.

### CENTREBOARD RACING COMMITTEE

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David Taylor (Chairman), James Mayjor (Board Liaison), Ian Audsley, Chris Attwood, David Williams (NSWIODA rep), Malcolm Derry, Andrew Tuite, Maxine Troop, Steve Bryant.



# RPAYC Marine Services

The Royal Prince Alfred Yacht Club has an extensive range of marine, maintenance and support services available. Our onsite tenants are able to work seamlessly with the Alfred's Boat Yard to provide a one stop shop for all your vessel maintenance and servicing needs.

## Chandlery

### Busuns Locker

ph: (02) 9997 2382  
email: bosunslockernewport@hotmail.com  
web: www.bosunslockernewport.com.au



## Rigging Services

### Riggtech

ph: 0416 203 081  
email: pbate@riggtech.com.au  
web: www.riggtech.com.au



## Shipwright Services

### Stewart Shipwright + Services

ph: 0418 688 202  
email: info@stewartshipwright.com.au  
web: www.stewartshipwright.com.au



### North Shore Marine Group

ph: 0417 200 804  
email: info@northshoremachine.com.au  
web: www.northshoremachine.com.au



## Marine Trimming

### Ocean Covers

ph: 0466 895 292  
email: beryn@oceancovers.com.au  
web: www.oceancovers.com.au



## Yacht Brokers



### Ensign Ship Brokers

ph: (02) 9999 6360

email: kate.douglas@ensignbrokers.com.au  
web: www.ensignbrokers.com.au



### Sydney Marine Brokerage

ph: 0411 424 514

email: andrew@sydneymarinebrokerage.com  
web: www.sydneymarinebrokerage.com



### Multihull Solutions Yacht Broker

ph: 0438 049 299

email: marcus@multihullsolutions.com.au  
web: www.multihullsolutions.com.au

## Marine Engineers and Mechanics



### Douglas Marine Pty Ltd

ph: (02) 9997 2616

email: info@douglasmarine.com.au  
web: www.douglasmarine.com.au

### Lacey Marine Engineering

#### LACEY MARINE ENGINEERING

ph: (02) 9997 6106

email: sales@laceymarine.com.au  
web: www.laceymarine.com.au

## Marine Electrical



### Andersen Marine Electrics

ph: 0414 646 165

email: andersenmarine@internode.on.net  
web: www.andersenmarine.com.au

## Contact us today:

The Royal Prince Alfred Yacht Club  
16 Mitala St, Newport NSW 2016  
Phone: 9998 3700  
Email: reception@rpayc.com.au  
Web: rpayc.com.au



# FLAG AND YACHT ETIQUETTE

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Flag and Yacht Etiquette are derived from custom and usage of the Royal Navy. Members of The Royal Prince Alfred Yacht Club will wish to maintain similar high standards of seamanship and good manners.

## ENSIGNS

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All Australian ships are entitled to wear the Australian Red Ensign.

'Alfreds' yachts may wear the defaced blue ensign provided that:

- The owner has an Admiralty Warrant to fly the blue ensign
- The Warrant is aboard the yacht at the time
- The owner is on board or in effective control of the yacht (e.g. ashore in the vicinity)
- The 'Alfreds' burgee is worn

## COLOURS IN HARBOUR

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The burgee and ensign should be hoisted at 0800 hours and lowered at sunset. The 'Alfreds' requires ships to lower all colours at this time.

## AT SEA

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The ensign should be worn in daylight within sight of land or, when in company with other yachts or ships. The burgee is not required to be lowered at sunset.

## WHEN RACING

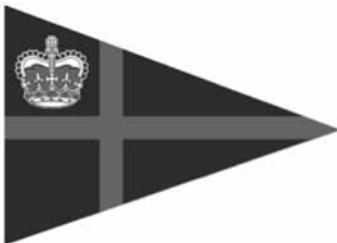
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Burgees and ensigns must not be worn. Racing flags should be flown from the backstay in all 'Alfreds' races. Yachts, having retired, should wear the burgee and ensign.

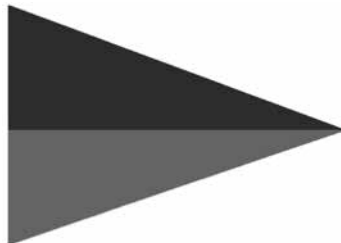
## SALUTES

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The red and blue ensigns should be dipped to warships of all nations and to The Royal Prince Alfred Yacht Club Flag Officers. The white ensign is never dipped except when returning a salute.



Club Burgee



Racing Burgee



# VOLUNTEERS

The Club's sailing program continues to operate with the enthusiasm and commitment of volunteers. The ability to continue to deliver a first class and diverse sailing program depends very much on the assistance and support of the members.

If you are in-between boats, or just looking for an excuse to get onto the water, we have the perfect opportunity for you. Members are always needed and always welcome to assist with the successful implementation of the Club's varied on water programs.

You don't have to be an active sailor to be a volunteer. No matter what your experience, there is a variety of interesting volunteer roles that can be undertaken and all are an integral part of a successful event.

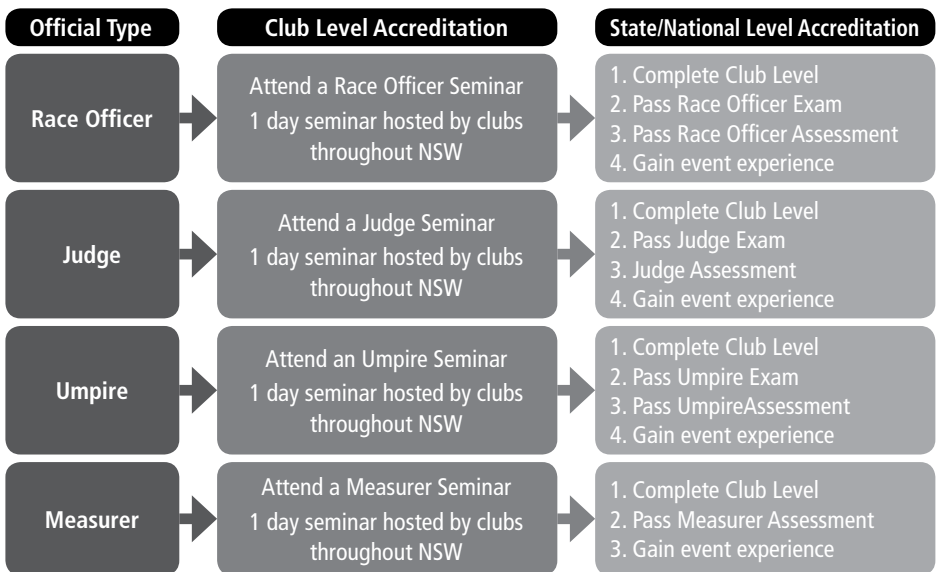
Volunteer activities include event administration, shore marshalling, equipment audits, protests, driving of vessels and assisting on support boats, laying marks, penciling results, operating flags, setting the race course and much more.

Volunteer race officials enjoy the camaraderie that comes from membership of a team with varied responsibilities and, as members, they seek to have as much fun as competitors.

The commitment is flexible, contributions are invaluable and offers to contribute are warmly welcomed.

We have experienced members to assist new volunteers to develop any necessary skills required and offer volunteer training throughout the season. If you would like to know more, please contact the Sailing Office on 02 9998 3700 or visit the club's website:

**[www.rpayc.com.au/volunteering](http://www.rpayc.com.au/volunteering)**



## HANDICAPPING AND RATINGS

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### PHS - Performance Handicap System

Performance Handicap System (PHS) will be used across all Series and events at the Club.

The Handicap Sub-Committee is empowered to establish a base handicap to which, in turn, the automated handicap system makes adjustments + or – based on a boat's performance against other boats within her division.

When allocating boats to a particular division, the emphasis will be on the handicap & performance of a boat. The allocation of a boat into a division is conducted by the Handicap Sub Committee and the Race Committee. A boat may not select its own division in which it wishes to sail. Division Flags are available from the Sailing Office and shall be flown for the division to which a boat has been allocated.

Division	Division Flag Colour
1	Blue
2	Green
3	Pink
4	Yellow
Non Spinnaker	White

### IRC, ORC & SMS Rating Certificates

A boat with a current and valid IRC, ORC or SMS certificate has the ability to use its certificate to be scored in a separate IRC, ORC or SMS scoring category.

Rating certificates will be applied from the date submitted to the Sailing Office and will not be back dated for previous races.

Any modification to a boat, rig or sails that effects its performance, shall be re-rated by the appropriate authority and a new certificate submitted to the Sailing Office.

### Event Handicap (EHC)

EHC is a fixed handicap. A boat's EHC will be determined by the Race Committee or its nominee.

### Club Handicapping Definitions

HC – Handicap

AHC – the "Allocated HC" the HC allocated to a boat for a particular race.

BCH – the "Back Calculated HC" for each boat. This is the HC the boat needed for this race to end up with the same HC corrected as that of the reference boat. This can only be calculated after the race.



## Handicap Methods used in Club Series (details are examples only)

### Weighted average of the last X BCHs

In essence this averages the last say 4 race's BCHs.

So at race 4 the next race HC is  $(BCH1 + BCH2 + BCH3 + BCH4)/4$

At race 5 it is  $(BCH2 + BCH3 + BCH4 + BCH5)/4$

At each new race the oldest BCH is dropped and the last race BCH added into the averaging process.

A boat can win a race (or be in the top place getters) and have the next race HC go down. Likewise a boat towards the bottom of the fleet can actually have their HC go up after the race.

Various "weighting" is applied to the BCHs to endeavor to cull out BCHs which are not truly representative of that boat's performance. The best and/or worst BCH may not be used; The BCH value may also be "clamped" so it cannot be above or below as a percentage of the AHC for that race

### Exponential average with a "gain" of X

This form of Handicapping has been shown to provide a very similar outcome to weighted Average Handicapping over the duration of a Series. As an example, the use of a "gain" of 3.

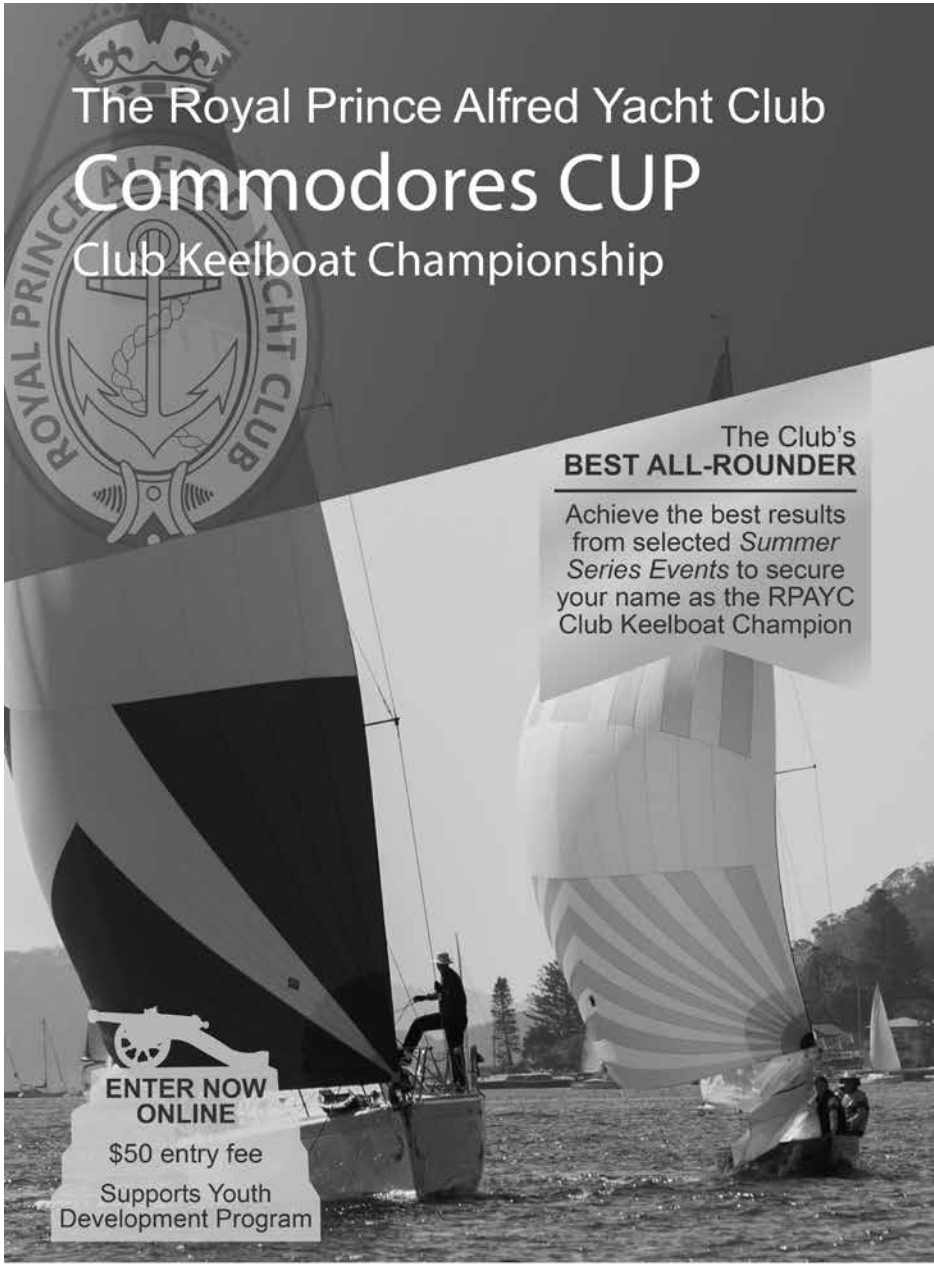
The next race HC =  $1/3$  of the BCH plus  $2/3$  of the AHC.

The BCH may be clamped to say +/- 4% before the calculation is performed.

This system does not suffer from the issue of winners HCs having the potential to actually drop or losers HCs actually going up.

If a boat performs well their HC goes up and conversely a boat performs badly their HC goes down.






The Royal Prince Alfred Yacht Club

# Commodores CUP

Club Keelboat Championship

The Club's  
**BEST ALL-ROUNDER**

Achieve the best results  
from selected *Summer  
Series Events* to secure  
your name as the RPAYC  
Club Keelboat Champion



**ENTER NOW  
ONLINE**

\$50 entry fee

Supports Youth  
Development Program

See Appendix G of the Sailing Handbook - [www.rpayc.com.au/sailing/yacht-racing](http://www.rpayc.com.au/sailing/yacht-racing)

