



# Great Lakes Historic Automobile Club Inc.

## Car Run Management, Protocol and Guidelines

Updated: April 2023

**The *Great Lakes Historic Automobile Club (GLHAC)* and its members have a joint “*Duty of Care*” arising from the management and execution of Club events particularly in relation to car run activities.**

### **GLHAC looks to provide:-**

- Planning, management and safe execution of Club events
- Programmed events that reflect the requirements of the membership
- Events that are suitable for the range of Club vehicles
- Publication of planned events in the Club Magazine or its social media
- Events that are membership inclusive

### **The GLHAC membership and their guests should consider:-**

- Safe and considerate participation in Club events
- Adherence to all road rules and regulations
- Ensuring their vehicle is road worthy and safe for event participation
- Upholding the good reputation of the Club
- Supporting any member or event where necessary or possible

### **General guidelines for participating in Club car runs:-**

- Be on time and follow the instructions of the Run Leader
- Notify the Run Leader if you intend to meet at the venue
- Have mobile phone details for the Run Leader
- Drive courteously and adhere to all road rules and speed limits
- Take special notice and care of members and their guests

*Generally, we are older drivers driving older cars - **look out for each other***

## Specific guidelines for Club Runs in Convoy

- Maintain the speed set by the Run Leader, *if you are uncomfortable with the convoy speed, travel at your own pace and signal to those behind to overtake.*
- Keep a good safe spacing between vehicles, don't tailgate *this is particularly important if the convey is travelling on a single lane road and members of the public wish to pass. A slower, bunched convey can cause frustration leading to risky overtaking which is dangerous to all*
- Drive to the conditions and within the capabilities of your vehicle
- Don't overtake other convoy vehicles unless absolutely necessary
- Stick to the specified route - *this will prevent the convoy becoming fragmented.*
- Drive with your head lights on low beam
- Activate turn blinkers early and turn them off late, *this lets the vehicle in front know you have seen their indicator and are following. It also gives vehicles following you clear and timely direction where to go.*
- If you have a **mechanical** or **medical** issue pull over to a safe place on the side of the road, put on your hazard lights (if you have them) and wait for the Run Leader.  
(see more detail below)
- If you are part of a convoy and see a participant pull over **do not stop** unless absolutely necessary and safe to do so. *Run Leader will soon be in attendance so continue to your destination*  
*Vehicles and participants gathering on the side of the road can be very dangerous.*
- If you have an incident and Run Leader does not attend within a reasonable time call the Run Leader. Run Leader may be delayed or attending another issue
- In the case of large vehicle numbers the Run Leader may break a convoy into groups.

## Specific Responsibilities

### Run Leader:-

- Liaise with venues on numbers and timing
- Know the destination and the route
- Confirm the destination and route with the convey prior to departure
- Appoint a Run Leader making sure mobile contact details are exchanged and the convoy knows who is “Run Leader”
- Set a speed that is appropriate for the conditions, route and participating vehicles
- Monitor convoy progress in your rear-view mirrors
- Confirm all in the convoy arrive at the venue and address any issues
- Thank venues for their service on behalf of the Club and ensure all orders are paid for
- Record photo and story notes for the Club magazine
- Confirm mobile contact details with all participants
- Familiarise yourself with the run vehicles and potential issues
- Travel behind the convoy but maintain visual contact as much as possible
  
- In case of a **mechanical** issue:-  
Ensure **you** and the **participant** are safely parked with hazards on (if you have them)
  - Determine the issue if possible and jointly plan a course of action
  - Call for back up if necessary
  
- In case of a **medical** issue:-  
Ensure **you** and the **participant** are safely parked with hazards on (if you have them)
  - Attend to the well being of the participant
  - Call for back up if necessary

**If there is any doubt as to the condition of the participant - Call 000**
  
- Stay with the participant until you are sure it is safe for them to proceed or backup has arrived.

### Contact Great Lakes Historic Automobile Club Inc.

If you have any questions about this protocol document, please write to:

**Great Lakes Historic Automobile Club Inc.**  
**PO BOX 53**  
**Tuncurry, NSW, 2428**