



BUCS Fleet Racing Championships 2024

Bidding Arrangements for the 2024 Event

BUSA is now inviting bids from UK Sailing Clubs and University Sailing Clubs to host the Fleet Racing Championships 2024. This document sets out information about the event and how to put together a bid. If you have any questions or comments about bidding, please contact the BUSA Fleet Racing Officer at fleet-racing@busa.co.uk. We are aware that many clubs are finalising their annual calendars well over a year ahead. The deadline for completed bids is **23:59 on Wednesday 15th May 2024**.

About the Championships

The BUCS Fleet Racing Championships is the annual university fleet racing competition held between the members of BUSA (British university sailing clubs). The event currently combines an individual and team competition, with approx. 200 sailors/100+ boats competing each year. The event is typically sailed in four fleets, including Fireflies, ILCAs, Slow & Fast Handicap fleets, over two days, on the first or second weekend of November – i.e. **2-3rd or 9-10th November 2024**.

The BUSA Committee, whilst welcoming bids from previous venues, are also open to new proposals from across the UK, including inland venues. The racing area needs to be sufficiently large to support two courses for the range of dinghies identified above and to have the prevailing weather conditions in early November to make the Championship possible. Other factors that BUSA will take into account are accessibility by both USC-owned and privately-owned boats, availability of boats to charter, accessibility of accommodation and university / social facilities, as well as on and off-the-water facilities and equipment.

Why host the Championship?

This is the first event of the season, where experienced student sailors compete, but also freshers have their first taste of university sailing. The competition can be fierce and the difference between the top teams very slight, making for excellent racing. Feedback in recent years has emphasised the importance of the opportunity to participate in a large event, combining competitive racing and meeting up with old friends, at the beginning of the academic year.

Although there is not much financial reward for hosting this event as the Fleet Racing Officer as representative for BUSA manages the budget on behalf of BUCS, which processes the entry fees (retaining an admin fee set annually), the host university can make a small profit from the event as a whole and BUSA supports host USCs in running a financially sound Championship.

How to bid

First, read the information in this bidding document and discuss the possibility of bidding with your club committee or where applicable host club, University Club Committee and Students' Union/Athletic Union. You must approach your sailing venue to make sure they would be happy to have the event and that the dates are free. **It is recommended that this be done without delay. The increasing pressure on venues with calendars being planned well over 12 months in advance is recognised, so this invitation is being issued with flexibility to choose between two weekends.**

Guidance is given on the attached documents regarding the information that should be included in your bid document, together with a questionnaire format for specific details required.

Proposals should be emailed to the BUSA Fleet Racing Officer (fleet-racing@busa.co.uk) no later than 23:59 on Wednesday 15th May 2024. The bids will then be circulated to the Selection Committee and BUSA Committee, which will make a recommendation to BUCS, who has the final decision. It is intended that a decision should be made by Wednesday 22nd May 2024. Applicants received communication regarding their bid in accordance with the Notice of Selection.

Robin Alexander
BUSA Fleet Racing Officer
fleet-racing@busa.co.uk

See attached:

- Bidding Information
- Form for supplementary factual information

BIDDING INFORMATION

Dates

- Saturday 2nd to Sunday 3rd November *OR* Saturday 9th to Sunday 10th November 2024 (inclusive).

Registration will be held by the host USC between 4.00 and 6.00 pm on Friday, in addition to Saturday morning at the event location.

What will BUSA do?

BUSA is the Organising Authority of the entire Championships, and the event is run formally under its name and that of BUCS, *not* the host club or sailing club.

BUSA & BUCS have the following obligations;

- To set the competition format
- To set the eligibility criteria and fleet structure
- To publish the Notice of Race and Sailing Instructions
- To appoint the Event Director and PRO for the Championships, together with the Jury.

The administration of the event is split between the BUCS Office and the BUSA Office. The BUSA Office chases up incomplete and invalid entries, splits the Handicap fleets and creates the registration and results programmes.

What does the Host Club do?

The Host Club (the chosen USC) is responsible for the logistical organisation of the Championships.

They will have the following obligations;

- To secure the venue (the sailing club where the event would take place)
- To supply the powerboats and equipment needed
- To source the volunteers needed to run the event.

It has to provide sufficient volunteers to run the shore-side activities and also man the safety boats and start and finish boats etc. BUSA will appoint the Event Director, Principal Race Officer, results team, and Jury/Protest committee, but the hosts will also need to provide several volunteers to assist the Race Committee (probably about 4 per course).

BUSA will not permit a Host Club to make an unreasonably high profit from the social event, but recognises that there must be rewards to accompany the risk and effort of hosting the event. The Host Club keeps any profits from the socials, but any losses are its responsibility too. Bidding Clubs could discuss with their Students' Union or Athletic Union whether they will underwrite the event to a certain level.

Social events are regarded as part of the event for disciplinary purposes when required.

Financial

You are required to submit a venue budget with your bid. This budget should take into account a BUCS fee which is 12.5% of the entries, in addition, a BUSA fee of a further 12% after BUCS fees are taken. BUSA can supply you with information from previous organisers and their budgets, please see note under "Format for your proposal". BUSA have the right to make a final decision on the entry fee charge, taking into account your submitted budget.

In addition, the host club can charter boats out to other USC's where a profit margin can also be made. Similar to entry fee prices, final say on cost will be decided by BUSA where it deems necessary.

What to include in your bid?

Overall, your bid should explain why your club or university wants to host the Championship and demonstrate how it will do so. You must provide confirmation of support from a member of your USC Committee **or** University Sports Director and/or SU/AU and from the venue sailing/yacht club where the

proposed event is to be held. We expect venue sailing club committee approval may not be possible in the timeframe, but discussions need to demonstrate that they have developed and the venue in principle supports hosting the event.

Guidance on what to include is attached, as is a factual questionnaire that we ask you to complete.

Format for your proposal

Please submit a proposal, which illustrates coverage of the following points;

- A brief summary of both your club's sailing activities and involvement with fleet racing.
- Written confirmation from your USC Committee **and/or** Students Union/Athletic Union that they support your bid.
- A signed copy of the equity, diversity & inclusion statement found as an addendum to this document with both your Club's Commodore and Host Club's Commodore's signature.
- Details of the names and proposed roles of the members of the proposed organising committee. Please give details of the experience these individuals have with fleet racing and event organisation. For USCs remember, a majority of your organisers must be available when the event is held, so a group of organisers graduating in 2024 is likely to be a problem.
- A detailed summary of how you propose to organise the event.
- A description (possible diagram or photo) of the size of the sailing area (to encompass 2 courses) and details of typical sailing conditions for the selected weekend in November.
- Any proposals you have for providing/facilitating provision of charter boats.
- An indication of links with a USC (UK SCs) for social arrangements and accommodation.
- What local sponsorship you will be able to generate (NB the BUCS guidelines, available online).
- What else can you bring to the event to add value?
- Venue fees and costs. BUSA will pay the host venue a facility fee. Please submit a proposed budget to include, as a minimum, the following details:
 - Single hander and Double hander fees (per boat/ per event)
 - Any harbour fees.
 - What costs are included in venue fees (e.g. use of the club house, committee boats, RIBs, marks, Safety Officer, PA system etc.) and any which are not (e.g. extra RIBs, fuel, packed lunches for the volunteers)
- ** This year for the first time we are also asking the host USC to outline how they may mitigate some of the climate and environmental aspects of the event. Ideas may include considering carbon offsetting costs, working with partners to ensure fuel-efficient support vessels, and how you will minimise the damage to the seabed when dropping racing marks and anchors.

To aid our assessment and comparison of proposals, please complete the supplementary factual details.

Proposals, together with the completed form for details, should be submitted to fleet-racing@busa.co.uk by **no later than 23:59 on Wednesday 15th May 2024**.

Supplementary Factual Details

UK Sailing Club/USC Name	
--------------------------	--

No. club members	
No. committee members	
Principal contact/ organiser's name, telephone and email address	
Commodore name, telephone and email address	
Treasurer name, telephone and email address	
USC Committee member or University Sports Director supporting bid (title, name, phone, email)	
Proposed location of the event	
Distance of sailing venue from university/ accommodation and social activities	
Name and address of host sailing club	

Addendum A

EQUITY, DIVERSITY & INCLUSION STATEMENT

The Bidding Club and Host Club are jointly committed to promoting equity, diversity and inclusion at the Team Racing Qualifier. This applies to all participants, members, coaches, officials, volunteers and employees. All individuals will be treated fairly and respected, irrespective of sex, age, disability, race, religion or belief, sexual orientation, gender reassignment or social status. Discrimination will not be tolerated and it is understood that if needed, the BUSA Code Of Conduct will be referred to.