



27th - 28th July 2024
Croft Circuit (2.1 miles)

Final Instructions: Meeting HQ56 – V2



ISSUED BY: BARC Office

VERSION	AMENDMENTS
Version 1	First Issue
Version 2	Update to Section 1.2 Update to Section 1.14

This meeting is organised by the BARC governed by the General Regulations of the Motorsport UK incorporating the provisions of the FIA International Sporting Code, additional Supplementary regulations, and any written instructions that the Organisers issue for the meeting.

This meeting will be held under the following Motorsport UK permit numbers:

National Open: **134897**
National: **134898**
Interclub: **134899**

These Final Instructions must be read in conjunction with the [BARC Standing Regulations](#), current [BARC H&S Guidance](#) which are available on the BARC website in the “Documents” section or by using the links above and the 2024 BTCC Safety Bulletin included with these instructions.

All competitors are required to uphold the standards of the Motorsport UK Race with Respect code – please see the full code of conduct via this link [Race with Respect - Motorsport UK](#)

1.1 **CHAMPIONSHIPS RACING:**

Kwik Fit British Touring Car Championship
Porsche Carrera Cup Great Britain
The Vertu Motors MINI Challenge
Porsche Sprint Challenge Great Britain
Everard Pre-66 Touring Cars

1.2 **OFFICIALS:**

BTCC Permanent Stewards: Steve Stringwell (Motorsport UK), David Evans, Tony Scott-Andrews
Support Race Stewards: Nicky Moffitt (Motorsport UK), Derek Lee, Ray Sumner
Senior Clerk of the Course: Ian Watson
Clerks of the Course: Andy Butler, Luke Caudle, Nigel Jones, Bob Lentell, Mark Mitchell, Colin Oakley, Dave White. Andrew Outterside (assistant)

Secretary of the Meeting: Anita Joy, Ellie Clarke (Dep)
BARC Safety Officers: Bob Lentell
TOCA Series Director: Alan Gow
TOCA Championship Coordinator: Dan Mayo
TOCA Chief Scrutineer: Sam Riches
Chief Scrutineer: Ian Barber
Chief Marshal: Bill Sudlow
Chief Incident: David Hay
Chief Observer: TBC
Race Radio: Katie Hinchliffe
TOCA Medical Delegates: Dr Paul Trafford, Dr Nick James
Chief Start Line Marshal: Richard High, Joshua Mendelsohn
Chief Pits Marshal: Jake Southcombe
Chief Assembly Marshal: Jim Little
Chief Timekeepers: Craig Smith, Tony Daff - TSL Timing Ltd
Commentators: Chris Hartley, Alan Hyde
Mini Challenge Coordinator: Rhea Beauchamp
Porsche Coordinators: Annabel Edmed, Ian Fletcher, James MacNaughton
CTCRC Coordinator: Colin Gibbons
Safety Car Driver: Scott Stringfellow
Safety Car Observer: Kieron Salmons
Event Officials: Members of BARC and other Motorsport UK recognised clubs
Rescue Unit: TOCA Safety Team, BARC North-West
Breakdown Vehicles: Croft Circuit & Fred Henderson





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1.3 PASSES:

For those without permanent TOCA or Croft Circuit passes, two electronic tickets will be sent to you. For those with Croft Circuit passes, one electronic guest ticket will be emailed to you. Those aged 12 and under are admitted free of charge with children aged 13-15 requiring a 'teen ticket'. The electronic tickets will be scanned at the entrance and exchanged for wristbands.

Those requiring a camping pass must contact the Chief Marshal Bill Sudlow on chiefmarshal@croftmarshals.co.uk to request this by 18:00 Friday 19th July. Camping passes will then be available for collection at the circuit.

Please note, there are no vehicle passes for marshals at this event. Under no circumstances will marshals cars be permitted in the paddock at any time.

1.4 SIGNING-ON:

- a) Officials will not sign-on at the meeting having previously completed signing on electronically using the [BARC Alpha Timing system](#)
- b) There will be race day programmes produced for the event however entry lists will also be available on the BARC website [TOCA Race Meeting: Croft](#)
- c) All marshals must see the chief marshal between the times below to confirm their attendance. Check in will take place as in the Marshals Sign On Office in the Assembly Area at the times shown below;

Personnel	Saturday	Sunday
All officials	From 07:30	From 09:00
Post Chief Briefing	08:30	10:45
On Post	08:55	11:15
Clerks Inspection	09:10	11:30
First Activity	09:30	11:50

- d) The Post Chiefs Briefing will take place in the Assembly Area, at the times shown above.

1.5 ENGINE/NOISE POLLUTION:

Engines must not be run before 09:15 (Sat) or 11:40 (Sun) or after 18:30 on both days.

Noise checks will take place at the entrance to the assembly area for all support categories.

1.6 CIRCUIT ACCESS/PRACTICE AND QUALIFYING PROCEDURE

BTCC – Competitors are to follow the instructions within the Championship Regulations and Bulletins.

Support Races – For cars based in the main paddock area, please assemble in the designated Assembly Area. For practice, you will be signalled to go directly out onto the circuit. For race, you will be signalled to go out onto the circuit, behind an official vehicle, to complete one lap of the circuit prior to forming on the grid.

At the end of qualifying and races support competitors will take the chequered flag and complete a full “slowing down” lap, enter the pit lane and proceed directly to Parc Fermé without stopping, except for those required for ITV interviews.

1.7 LIVE SNATCH:

There is no “live snatch” at this event. However, the Clerk of the Course may use vehicles to move stranded race cars while the Safety Car is in operation.

1.8 RED SIGNAL:

Any category which generates a “red” may be placed toward the end of the schedule subject to time being available.

1.9 JUDICIAL PROCEDURES:

The judicial procedures for this meeting remain unaltered except that paperwork will be dealt with electronically. Any protest or appeal needs to be lodged with the Secretary of the Meeting or the Clerk of the Course using the email addresses provided in section 15 below. Once a decision has been made it will be announced verbally and passed by email to those concerned. The time limits for any protest or appeal remain unaltered.





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1.10 RESULTS & NOTICE BOARD:

All time sheets, grids and results are deemed to be provisional until the conclusion of all judicial actions. Results will be available on the TSL website: [British Touring Car Championship - Round 6 - Timing Solutions Ltd.](http://www.british-touring-car-championship.com)

Official notice board is online at: [Croft – July 27/28 – Welcome to the BARC](http://www.barc.co.uk)

1.11 CIRCUIT & MEETING NOTES:

BARC will not be liable for any damage caused to vehicles being recovered from the track.

1.12 SOCIAL MEDIA

Both officials and competitors are reminded that they should not make comments upon social media sites which may in any way be deemed derogatory, defamatory, obscene, or libellous. You should remember that comments made are in a public arena and can be seen by more than your intended audience. Please read the [BARC Social Media Guidelines](http://www.barc.co.uk).

1.13 SAFEGUARDING:

A number of officials within the club are appointed as safeguarding officers and are available to deal with problems which may arise or are brought to their attention. Issues can be raised by contacting the senior clerk of the course at the event or contacting a safeguarding officer whose details can be found within the [BARC Safeguarding Guidelines](http://www.barc.co.uk).

1.14 MARSHALS MATTERS:

Please refer to section 1.3 above which provides admission details for this event.

Entry Thursday and Friday is through the main Security gate and Saturday and Sunday will be through Gate 3 for Marshals. Security will have a Gate List of Marshals attending the meeting. On arrival, please give your name and show either your permanent Croft Marshals pass or your MSUK Licence. All Marshals will receive one Guest ticket which will be emailed to you via Ticket Co.

If you are planning to camp at the circuit over the weekend, please follow the link and request a Camping and Vehicle pass. One pass per vehicle please: <https://forms.gle/dXCrdM2RcgpnpjbcA>

Camping Thursday will be at Clervaux Lawns. All Marshals will need to depart from this area and move on to the Airstrip after 10:30 am Friday morning and use this camping area till Sunday afternoon. If you require to camp over Sunday evening you will need to move off the Airstrip back to Clairvaux Lawns as the Airstrip reverts back to being a Live Runway on Monday morning.

No private cars are allowed in the paddock under any circumstances. Any private cars found in these areas will be towed away. Please remember you should not use mobile phones or cameras while on duty unless it is necessary to send a report to Race Control.

If you are unable to attend, please contact the Competitions Department and return any passes to BARC (See below).

1.15 BARC CONTACTS:

Competitions Dept:		E: competitions@barc.net	T: 01264 882288
Officials Administration:	Julie Hill	E: julie.hill@barc.net	T: 01264 882210
Chief Marshal:	Bill Sudlow	E: chiefmarshal@croftmarshals.co.uk	T: 07810 698669

While at the meeting, please use the following contact email addresses.

Secretary of the Meeting:	Anita Joy	E: ajoy.barc@gmail.com
Clerk of the Course:	Bob Lentell	E: rlentell.barc@gmail.com
BARC Safeguarding Officers:	David Wheadon	E: david.wheadon@barc.net





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Special Note A:

Motorsport UK has adjusted the Yearbook regulations for 2024 and where they are installed the Light Signals must be the priority signal used at all marshals' posts rather than flags. It is therefore imperative that the circuit light panels are operated quickly to signal to competitors as this will also trigger the in-car display to each driver. Motorsport UK has produced a video to explain this method of signalling and explaining why this change is necessary. There will be set of flags available on each post and these can be used in the case of a system failure or to supplement the light signals or to display additional signals should the panel be displaying a higher-grade signal. Signals for the Safety Car and for Stopping a session will be initiated and controlled by Race Control.

Special Note B:

Scrutineering will be in accordance with Q.11.2 of the Motorsport UK Yearbook which means that a minimum of 25% of the competitors in each championship will be selected for full physical scrutineering and all competitors will also complete a self-declaration form.





2 TIMETABLE:

2024 TOCA Timetable : Version 2 (21.02.24)

Saturday, July 27

Time	Activity	Championship	Laps
09.30 – 10.05	Free Practice	Kwik Fit British Touring Car Championship	
10.20 – 10.50	Qualifying	Porsche Sprint Challenge Great Britain	
11.00 – 11.20	Qualifying	CTCRC Pre66 Classic Touring Car Championship	
11.30 – 12.00	Qualifying	The Vertu Motors MINI CHALLENGE	
12.10 – 12.45	Free Practice	Kwik Fit British Touring Car Championship	
12.45 – 13.45	<i>Lunch Break</i>		
13.45	Race	Porsche Sprint Challenge Great Britain	20 mins
14.20 – 14.50	Qualifying	Porsche Carrera Cup Great Britain	
15.00 – 15.55	Qualifying	Kwik Fit British Touring Car Championship	
16.05	Race	CTCRC Pre66 Classic Touring Car Championship	20 mins
16.40	Race	The Vertu Motors MINI CHALLENGE	20 mins
17.15	Race	Porsche Sprint Challenge Great Britain	20 mins

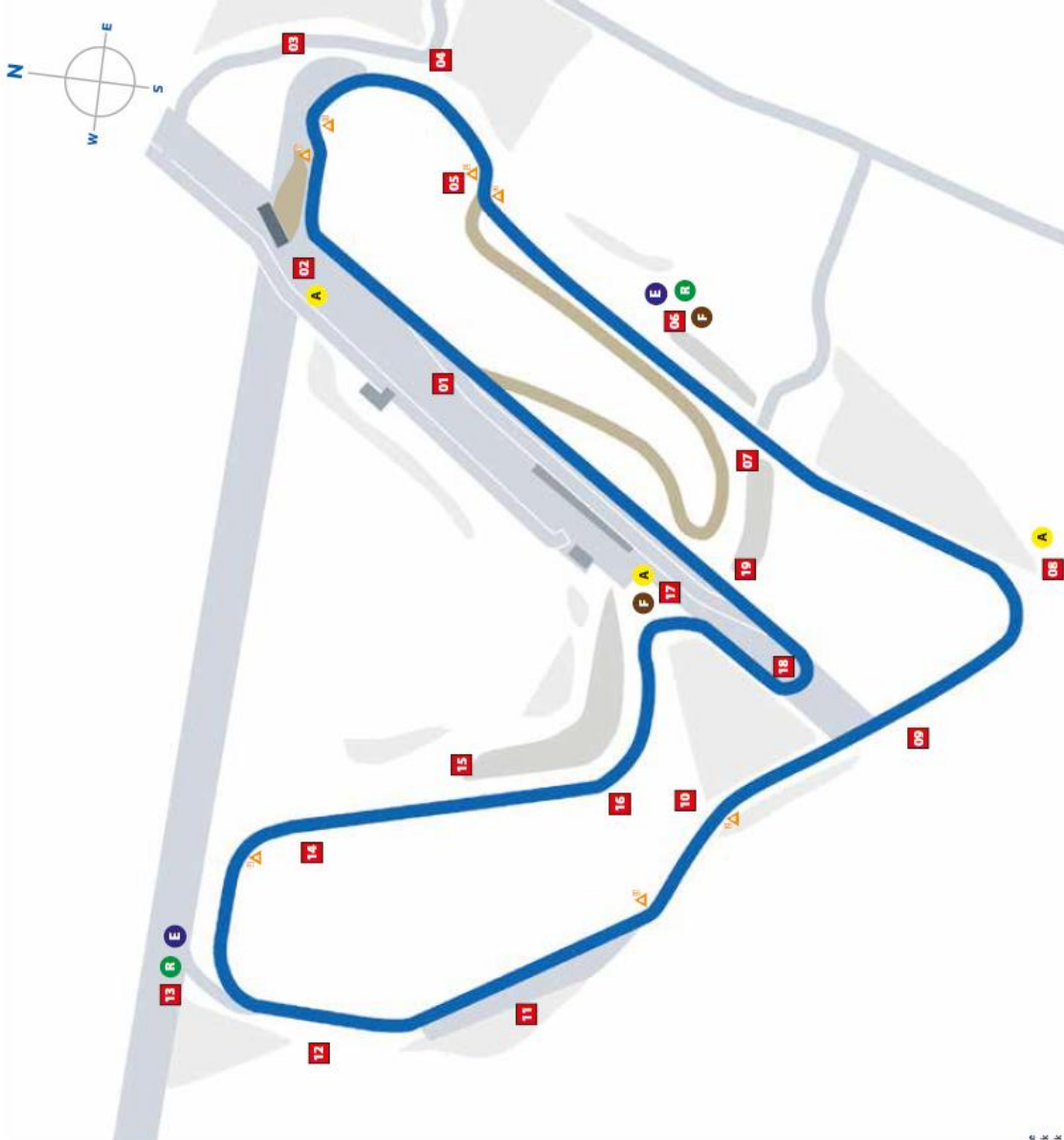
Sunday, July 28

Time	Activity	Laps
10.30 – 11.05	<i>Pit Lane Walkabout / Autograph Session</i>	
11.50	<i>BTCC Pit Lane Opens</i>	
12.05	Kwik Fit British Touring Car Championship	15
12.45	Porsche Carrera Cup Great Britain	17
13.20	CTCRC Pre66 Classic Touring Car Championship	20 mins
13.55	Porsche Sprint Challenge Great Britain	20 mins
14.30	<i>BTCC Pit Lane Opens</i>	
14.45	Kwik Fit British Touring Car Championship	15
15.25	The Vertu Motors MINI CHALLENGE	20 mins
16.00	Porsche Carrera Cup Great Britain	17
16.45	<i>BTCC Pit Lane Opens</i>	
17.00	Kwik Fit British Touring Car Championship	15
17.40	CTCRC Pre66 Classic Touring Car Championship	20 mins

The programme may be brought forward or the programme order may be amended and competitors should listen carefully to the instructions given to them by their Championship Co-ordinator and/or Paddock announcements. It may not be possible to accommodate competitors arriving after the Assembly Area has been cleared.



3 TRACK PLAN:



Circuit Plan
 Showing circuit layouts, facilities,
 services and marshal posts






Plan Key	
	Race Circuit
	Tarmac/Concrete/Roads
	Grass
	Trees/Forest
	Grass Bank
	Grave/Sand Trap
	Buildings
	Grandstands
	Marshal Post
	Incident Post
	Observer Post
	Tyre Barriers
	Armco Barrier
	Recticel Barriers
	Fencing
	Helipad
	Ambulance
	Medical Car
	Safety Car
	Extrication/Rescue Vehicle
	Recovery Unit
	Fire Vehicle
	Apex Markers
	Proppyl Markers
	Tyre Bundles
	Tyre Bundles
	Tyre Bundles
	Foam Block

*Please note. This map is not to scale.





4 SAFETY BULLETIN:

 	
<div style="display: flex; align-items: center;"> <div style="background-color: yellow; border: 2px solid black; padding: 5px; text-align: center; width: 100px;"> SAFETY FIRST </div> <div style="margin-left: 20px;"> <h2 style="margin: 0;">2024 SAFETY BULLETIN</h2> <p style="margin: 0;">This safety bulletin supports TOCA and BARC 2024 Health and Safety Guidance, Supplementary Regulations and Final Instructions</p> </div> </div>	
1. VEHICLES, SCOOTERS, BUGGIES & QUADS	
<ul style="list-style-type: none"> The use of quad bikes and buggies must be covered by 3rd party insurance when driven within the confines of the venue. No mini-bikes, scooters or 2-wheeled transport allowed. Observe venue speed limit at all times. Absolutely NO electric stand-on scooters. 	  
2. SAFE BUGGY AND QUAD USE	
<ul style="list-style-type: none"> Only drive if you hold a valid licence Do not leave keys in ignition Observe maximum speed limits at all times Observe one-way systems at all times 	<ul style="list-style-type: none"> No carrying of unsecured loads No riding on equipment trolleys All passengers must be seated 
3. WORKING AT HEIGHT	
<p style="color: red; text-align: center;">NEVER STAND ON A ROOF WITHOUT PROTECTION FROM FALLING</p>	
<ul style="list-style-type: none"> Put up secure side barriers Use clipped on full safety harness Use a secured ladder / steps All ladders must be "footed" 	<ul style="list-style-type: none"> Only use ladders and steps to EN 131 Ensure equipment is not damaged   
4. SPECTATING	
<ul style="list-style-type: none"> Do not spectate from tail lifts / trailer roofs Only spectate from truck roofs if appropriate safe access and barriers are in place. Do not climb on / spectate from venue infrastructure e.g. Pit Wall / Fence, waste bins, fencing or generators 	
5. HOT WORKS AND FUEL	
<ul style="list-style-type: none"> Keep fuel storage to a minimum and in a safe location Keep extinguisher suitable for fuel fire close by Comply with all refuelling regulations Refuel when engine is turned off and cooled Keep fuel away from ignition sources 	 
6. CABLES AND TAIL-LIFTS	
<ul style="list-style-type: none"> Securely cover hoses and cables. Tail lifts should not be left unattended at halfway point. Consider using "Tensabarriers" to avoid pedestrians walking under lifts Use harnesses or guardrails where possible or appropriate 	 
<p>Your co-operation is appreciated</p>	
 