



New Forest Kayak & Canoe Club



NFKCC CLUB EQUIPMENT GUIDELINES

EQUIPMENT OBJECTIVES

- The equipment's primary objectives and priorities are to help, encourage and give opportunities to new members of the club and also let existing members try out new/different kit.
- Whilst longer term members will be able to hire the equipment it is hoped that they will move in the direction of getting their own kit.

TERMS AND CONDITIONS

- Equipment can be hired for any Club trip advertised/detailed on the club calendar or for any trip made up of 3 club members or more. For these trips levels of competency and a trip plan should be forwarded to the QM so that he can make a judgement.
As a guide then it would be expected that for a basic river trip, such as the beaulieu, the group should include at least one member with a BCU 2 Star and a Foundation Safety and Rescue Certificate.
For basic coastal waters i.e close to shore then at least one 3 Star.
For any crossings or more challenging coastal waters then at least one 4 star.
White water trips will be considered on a trip by trip basis.
- Kit required by trip/group leaders will be available at no extra charge.
- There will be a £5 daily charge i.e where 'day' equates to each day that the equipment is being used, not each day that the hirer has physical ownership of the equipment. This charge will cover the Boat, Spraydeck and Paddle. Cags, BA's and Helmets will be £1 per day.
- The hire will be on a 'first come first serve' basis though for frequent users or for instances where the same club members are hiring on a regular basis then the QM will reserve the right to operate a waiting list policy i.e the potential hirer will be asked to wait until a certain time to see if any one else wants to hire the equipment first.
- There will be a level of responsibility/liability for the hirer for the equipment that is hired. The White Water boats are only insured for Grade '1' and '2' water and so anything more demanding than that will mean that the hirer is liable. The hirer will also be responsible/liable for all other equipment hired at all times.
- Club Nights (currently Wednesdays) will be free to use but will still need to be pre booked other than swimming pool sessions where use will be on a shared basis or where the club are running a specific event where total sharing of the kit makes sense i.e a rescue practice night.
- It should be noted that where a potential hirer finds that all relevant equipment is already hired then Liquid Logistics can still be contacted and a hire can be arranged through them.

PHYSICAL LOCATION OF EQUIPMENT

- Hounslow Swimming pool for the white water boats and equipment during Autumn and Winter months whilst the club uses the pool for club nights.
- For non pool months then Woodmill may be a more suitable location for the White Water equipment.
- The Sea Kayaks and equipment are currently at Woodmill where we have got some allocated container space.
- We would ideally also like to have a Beaulieu river location for the Sea Kayaks, especially come spring/summer and this is currently being investigated for both Bucklers and Baileys.

HIRE PROCEDURES

- In the main the hire will be initiated via the website which will send an email to the QM requesting the equipment. The QM will then confirm if hire is ok.
- For people with no access to the internet then a phone call to the QM should initiate the process.
- For a successful hire then the hirer will be responsible for collecting and returning the equipment and the times/dates/details of this should be communicated/agreed with the QM and also noted in the Hire Log books that will be located with the equipment. Please note that the easiest time and place to collect the White Water equipment during the swimming pool months will be at the swimming pool on club nights on the club night immediately before the trip and the equipment must then be returned either on or before the following club night.
- Damage to any of the equipment during the hire period should be reported to the QM and in the first instance the hirer should try and effect or arrange for a fix and also give the QM an estimated time of completion.
- All the equipment should be returned in a cleaned/rinsed condition i.e should be rinsed and wiped down with fresh water.
- Payment for the hire should be made to the QM in the form of a cheque prior to the hire where possible or upon collection from the pool to any committee member.
- The QM should then pass the cheques on to the treasurer on a monthly basis.

EQUIPMENT INSPECTION AND REGULAR MAINTANENCE

- The QM will have the responsibility of making regular inspections of the equipment to monitor Damage, Wear and tear, loss and theft.
- Any instances of the above should be reported back to the committee who should then agree a plan with the QM for fixes and replacements.

ONGOING ASSESSMENT AND EVOLUTION

- Please bear in mind that this is a new process and a fair amount of waiting to see how it goes will probably be required and hopefully the process can evolve quickly into something that suits the club members and is also easy to manage.