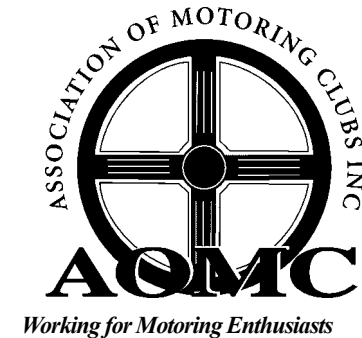


The Victorian Club Permit Scheme

(for vehicles over 25 years old)



Guidelines on Safety Testing

Companion to the Club Permit Scheme Handbook

For use by VicRoads Authorised Clubs

JUNE 2003

APPENDIX D
SAMPLE CLUB CPS TEST LOG

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Published Oct 2001
Reissued Nov 2001
Reissued June 2002
Reissued Aug 2002

This issue June 2003

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<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="text-align: center;"> <p>XYZ CAR CLUB <i>Preserving the AutoChariot</i></p> </div> <div style="text-align: center;">  </div> </div>					
Date Tested	Tester	Vehicle Model	VIN / Chassis	Owner	CH Plate
1.9.01	A.Tester	AutoChariot Mark I	AC/789	O.W. Ner Vicwood	CH99999
6.10.01	A.Tester	AutoChariot Mark III	AC/1402	A. Nother Elsewhere	CH10001

APPENDIX C
SAMPLE SAFETY REPORT



XYZ CAR CLUB
Preserving the AutoChariot

Safety Report

Vehicle Make: *AutoChariot Mk I*
Year of Manufacture *Unknown*
Reg. No. (if applicable)
VIN / Chassis No. *AC 789*
Engine No. *804/HE*
Name of Owner: *O. W. Ner*
Address of Owner: *Vicwood*

The above vehicle was inspected and assessed by the XYZ Car Club on *1.9.01* and in the opinion of the tester, found to be in a Safe Condition and able to be driven on public roads subject to the following conditions.

Conditions: *Vehicle must not be operated between sunset and sunrise*

Signed: *A Tester*
Name: *A. TESTER*
Authorised Vehicle Tester XYZ Car Club
Date: *2.9.01*

Declaration by the owner:
I understand that the final responsibility for the safe use of this Club Permit Vehicle rests with the owner/driver.

Signed: *O W Ner*
Date: *2.9.01*

The Victorian Club Permit Scheme

GUIDELINES ON THE SAFETY TESTING OF VEHICLES

Background

The Victorian Club Permit Scheme (CPS) was introduced in 1986. The operation of the scheme is described in more detail in the Handbook and readers should be familiar with its contents.

The current procedures for placing a vehicle on the scheme allow for the owner to present a Victorian Roadworthy Certificate OR a statement from the Authorised Club that the Vehicle is in a "safe condition". This latter option has been accepted by VicRoads as it has been shown that the present (and previous) tests required for a formal RWC may not be directly applicable to some classic, historic, vintage and veteran vehicles.

The scope and procedures for performing Safety Checks have been left to the particular club. Generally, where checks have been undertaken within the club they have usually been done by responsible officers of the club who are experienced and familiar with the types of vehicles operated within the Club. Some authorised clubs have chosen not to use the option of in-house checks for a number of reasons for example, to avoid difficulties in arranging suitable times and locations for doing the tests or the lack of suitably qualified or willing persons available to do the tests.

Recent advice from VicRoads suggests that, in the case of a legal challenge, the Club Testers might not be covered by the individual Club's liability insurance unless specific provisions have been made for them in the policy. Although no incident has yet arisen in Victoria this possible lack of coverage of a Club's testing officers might be of concern to some clubs and the AOMC has made some study of the possible options open to clubs.

Note that the public liability insurance policies originally arranged by the AOMC through Shannons Corporation do not have such cover and Shannons confirm that clubs would need to make special arrangements if they wanted such cover.

The following options are offered as a guide for consideration by each Club's Executive Committee and must NOT be considered to be formal legal advice.

TESTING OPTIONS

1. Require all vehicles that are initially offered for operation under the CPS to undergo a formal Roadworthy check at a VicRoads Licensed Tester.

This would appear to absolve the club of any liability but might not be appropriate for some special type vehicles.

2. Allow vehicles to be assessed by a VicRoads Licensed Tester against the Club's test schedule (rather than the formal VicRoads tests).

This avoids any problems with some vehicles being outside the scope of the formal RWC test schedule.

3. Obtain an extension to the club's insurance to cover their testers liability and test in-house against the Club's test schedule.

Ensures consistency in testing and the tests can be structured to be more applicable to the marque/model.

4. Form an arrangement with another Club which has either appropriate insurance cover for their in-house testers or uses the services of a specialist VicRoads Licensed Tester who is familiar with the marque and uses a suitable test schedule.

Ensures consistency in testing and the tests can be structured to be more applicable to the marque/model.

5. Perform tests within the club using nominated Testing Officers.

Ensures consistency in testing and the tests can be structured to be more applicable to the marque/model. Minimises costs to vehicle owners.

These options are not exhaustive and Authorised Clubs are free to choose another provided the objectives of the CPS Scheme are met.

APPENDIX B TYPICAL VICROADS TEST ITEMS

AUTO CHARIOT TEST ITEMS

Brakes

- Pedal Height Retention
- Pedal Reserve
- Pedal Surface
- Stopping Test
- Linings, Drums & Discs
- Hydraulic System, Hoses
- Mechanical Linkages
- Power Brake operation

Service Brake

- Operation & Locking Device

Wheels and Tyres

- Cracks
- Tread

Steering

- Lash
- Steering box, Arms & Linkage
- Lock
- King Pins, Bushes, Trunnions

Suspension

- Parts Wear
- Axles
- Shock Absorbers
- Cross Stabiliser
- Springs, Torsion Bars
- Shackles
- Bolts, Lock nuts & Pins

Lamps

- Bulb
- Operation
- Lens
- Beam Colour
- Beam Indicator
- Aiming & Brightness

Signals, reflectors

- Operation
- Lens
- Colour
- Effectiveness
- Brake Stop Lamp
- Reflector effectiveness
- Horn Operation & Audibility

Seats, Seat Belts

- Fixing, Condition & Operation

Exhaust

- Pipes, Joints & Muffler

Windscreen and Windows

- Condition & Visibility

Windscreen Wipers

- Operation & Effectiveness

Fittings and Protrusions

- Body Fittings
- Door catches
- Bonnet catch
- Protrusions

Rear Vision Mirror

- Condition
- Location & Size
- Attachment

Modifications & Other Items

- Modifications
- Rust

These items are not exhaustive and Authorised Clubs may choose more or less provided a satisfactory assessment of safety can be made.

APPENDIX A

TEST CRITERIA & INSPECTION NOTES

XYZ Car Club

AutoChariot Model Details

Mark I

Roadster
4 Cylinder 1.5 litre
Wheels - Wooden Spoke
Braking - Hand operated on transmission
Ignition - Magneto
Lighting - Twin Acetylene Carbide H'lights
Steering - Worm and roller

Mark II

Roadster and Tourer
4 Cylinder 2 litre
Wheels - Wire Spoke
Braking - Front wheel foot operated
Ignition - Battery and coil
Lighting - Twin dipping Headlights
Steering - Worm and roller
Damping - 7 piece friction
Electric horn

Mark III

Tourer and Saloon
6 Cylinder 3 litre
Steel Wheels
Braking - Front wheel foot operated
Steering - Worm and roller
Damping - Hydraulic Lever on 4 wheels
Lighting - Twin dipping Headlights
Electric Horn

Mark IV

Tourer and Saloon
6 Cylinder 3.2 litre
Steel Wheels
Steering - Rack and Pinion
Braking - F. Hydraulic, R. Mechanical
Damping - Telescopic on 4 wheel
Lighting - Twin dipping Headlights
Electric Horn

Inspection Notes Mark I

The wooden wheels are subject to failure and should be inspected carefully.

The braking system is marginal and must be correctly adjusted.

Modifications Accepted Mark I

The hubs and wire wheels from the Mark II may be fitted. The front axle assembly complete with brakes from the Mark II may be fitted. The brake pedal unit must be fitted to the chassis in the same manner as the Mark II.

Inspection Notes Mark II

The steering box mount is subject to cracking.

Modifications Accepted Mark II

The front hydraulic damper assembly can only be fitted with the complete Mark III axle.

The rear hydraulic damper assembly from the Mark III may be fitted.

Inspection Notes Mark III

The rear spring hangers are prone to rusting.

The LH engine mount is prone to cracking.

The fuel line is prone to chafing on the chassis.

Modifications Accepted Mark III

The front hydraulic damper assembly can only be fitted with the complete Mark IV axle.

The rear hydraulic damper assembly from the Mark IV may be fitted.

Inspection Notes Mark IV

The rear spring hangers are prone to rusting.

The LH engine mount is prone to cracking.

The fuel line is prone to chafing on the chassis.

Modifications Accepted Mark IV

The rear mechanical brakes can be replaced using the complete differential and axle assembly from a Morris 20 saloon. The brake master cylinder must also be replaced with the Morris unit

TESTING WITHIN A CLUB

If the tests are to be performed within the club then the testing officers should have some relevant qualifications or experience. For example:

- Motor Mechanic or equivalent trade certificate.
- Industry accreditation eg. brakes and suspension.
- Diploma or degree in Mechanical Engineering and have practised in the automotive industry.
- Extensive relevant experience with the marque/model.

To avoid possible disputes between Club Members later, some clubs might prefer to have two Club Testing Officers perform the tests together.

A test schedule and report need to be prepared suitable for the vehicles that the club wishes to cover. The schedule and report can consist of two parts.

Test Schedule

- Lists all items examined. (The depth of detail in the inspection and the need for a road test rests with the testing officer). (Appendix B).
- Produced in triplicate with a copy to be given to the owner, a copy for the tester and a copy retained in the Club records.
- Have provision for listing the testing officer's comments or items that (in the opinion of the testing officer) need to be rectified.

Test Report

- The formal report may be a separate sheet on the Club Letterhead with a simple statement similar to the example shown. (Appendix C).
- Produced in duplicate with a copy to be given to the owner for submission to VicRoads and a copy retained in the club records.
- Have provision for listing any conditions that (in the opinion of the testing officer) need to be observed in the safe use of the vehicle.

The declaration by the owner shown on the example report is optional, but when the report is handed over the owner/driver must be reminded that at the time of inspection the vehicle was considered to be in a Safe Condition but that the final responsibility for the safe use of the vehicle rests with the owner.

TEST SCHEDULES

Clubs may develop their own test schedules that are more applicable to the marques/models covered by the Club. As a first step, the Club test schedule could be based on the VicRoads RWC tests with modifications. Reference to the VicRoads Vehicle Standards Information Bulletins will be found useful.

The number and degree of variations is up to the Club to decide. Some typical items that might be varied in a Club Test Schedule include brakes, seat belt/safety restraints, suspension and lighting. For example:

Brakes: Some early vehicles might be equipped with two wheel or transmission type brakes only and the vehicle would probably fail any dynamic braking tests, yet because of their maximum speed and other design constraints, might only be capable of modest speeds in practical circumstances. This original braking system could therefore still be considered as adequate under the CPS.

In other vehicles the brakes might have been upgraded with suitably engineered items that substantially improve the braking performance. Under present RWC testing such upgrades might be deemed unacceptable if the components were not factory installed as an option on that model or other similar models. From experience with the marque and model the Club Testing Officer could consider this upgraded brake installation as being satisfactory.

Safety Restraints: Vehicles involved in track competition events might be fitted with multi-point safety harnesses for the driver in addition to a standard 3 point item. Under present RWC tests the two restraints could not be fitted concurrently. The club test schedule might permit the dual installation subject to further conditions eg. that the restraint not in use might need to be stored in a safe manner so as not to impede the operation of the other.

Lighting: Some LHD vehicles might be fitted with right hand dipping headlights. These could be considered acceptable for use under the CPS on the condition that the vehicle is not driven on public roads between the hours of sunset and sunrise.

Suspension: Some vehicles may be fitted with upgraded suspension components eg. friction dampers replaced by hydraulic units. Additional or upgraded anti-roll bars or links might be fitted to the suspension to improve handling. From experience with the marque and model the Club Testing Officer could consider these variations as being satisfactory and that the vehicle is in a safe condition.

TEST SCHEDULES cont.

It is stressed that the Club Permit Scheme must not be considered as a method of allowing the use of vehicles which are potentially dangerous to the occupants or to other road users. There are some items that Clubs must consider rejecting. For example:

Windscreen Glass: Cracks, chips or scratches on the windscreen in the driver's field of view should be rejected as being unsafe. Likewise, extreme tints on the windscreen should be considered unacceptable.

Wheels & Tyres: Bald or fatigued road going tyres should be rejected; however, solid smooth tyres fitted as standard on tractors/trucks or specialist vehicles could be considered acceptable. Racing "slicks" should be considered unacceptable on a road going vehicle. Grossly wide wheels or wheels with extreme offset on standard hubs should be considered unacceptable. Those vehicles capable of being driven at typical road traffic speeds should be fitted with mudguards.

Stop and Turn Signal Indicators: All vehicles should be fitted with at least one rear stop light. If a vehicle was originally delivered with flashing turn signals then these should be operational. It is also recommended that all other vehicles be fitted with similar indicators.

The above examples are not exhaustive and each Authorised Club operating their in-house testing should consider listing all possible variations and ensuring that the Club Safety Officers are familiar with all these variations to the make/model in making their assessments. See Appendix A.

OTHER MATTERS

To demonstrate duty of care in the operation of the CPS and In-house vehicle testing using Club Testing Officers, it is most desirable that each Club:

- Formally document its procedures and maintain them. Typically these would complement the Club Constitution and any separate By-Laws.
- Operate a separate log book listing the CPS vehicles operating in the Club and the dates tested and any other relevant information. See Appendix D.

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