

# SUNDERLAND DISTRICT SCOUTS TRAILER POLICY, TOWING RULES AND RESPONSIBILITIES OF THOSE TOWING

This document sets out the procedures and terms and conditions for individuals towing the trailer owned by Sunderland District Scouts. Specifically:

An Ifor Williams BV 84 single axle trailer – 8'L x 4'W x 5'H

The trailer's unladen weight is 750 kg, its gross weight (trailer & load) is 1400 kg, it is fitted with 7-pin electrics. You may need a suitable adaptor for your vehicle.



## Checking before use

It is the users responsibility to ensure the trailer is suitable for use the following checks should be followed out prior to use of the trailer:

- Check that all lights work.
- Visual inspection of tyres (minimum 1.6mm over  $\frac{3}{4}$  of the width around the entire circumference, no bulges or deformity). Be cautious for longer journeys that tread depth will reduce over the length of the journey.
- Visually check pressure of all tyres including spare.
- Visually check security of wheels and wheel nuts.
- Visual inspection of trailer for loose, missing or damaged parts.
- Visual check of breakaway cable, tow hitch and jockey wheel.

## Towing

- Trailers must only be towed by a person competent to do so. Both legally ([DVLA Website](https://www.gov.uk/towing-with-car)) and that the individual is confident and experienced to do so.
- The towing vehicle must be suitable for the trailer being towed in terms of permitted weights and suitable tow hitch and wiring.
- The driver towing must ensure the trailer displays the correct number plate for the towing vehicle.
- The driver towing must ensure that the vehicle is insured to tow, with third-party insurance extended to the trailer.
- The driver towing must ensure they have provision for recovery in the event of vehicle or trailer failure.
- Any fines or other legal consequences in respect of towing a trailer are the responsibility of the driver.
- The driver must carry out basic checks before undertaking any journey.
- For more information, see: <https://www.gov.uk/towing-with-car>

## Loading

- The driver is responsible for ensuring the plated weight of the trailer is not exceeded.
- The load should be distributed to lower the centre of gravity as much as possible, the load should be centred across the vehicle, and the nose weight should be within the towing vehicle manufacturer's specified range.
- Loads should be secured, preferably with ratchet-type straps and thought should be given to the consequences of failure of any given restraint.

## Trailer Return

The trailer is maintained by volunteers, please use it with respect and return them in an acceptable condition. It is to be returned clean inside and out.

## Damage

Any concerns, damage or defects must be reported immediately to the individual coordinating the loan of the trailer so that it can be assessed/repaired promptly. This may include pictures as necessary. The cost of all minor damage (e.g. lights and wheel trims) will be reclaimed from the user of the trailer.

## Defects and Maintenance

All defects found shall be reported to the individual coordinating the loan of the trailer, and if practical rectified before use. If a defect cannot be repaired without tools or replacement parts, an assessment as to the roadworthiness must be made by the user.

Only maintenance providers on the Districts Approved Repairers list are to remove hubs, hitches, alter the brake cable, interfere with the electricals or complete any repairs of a similar nature.

## Service and Administration Fees

The suggested contribution towards the upkeep, maintenance and administration of the trailer for users outside of Sunderland District Scouts is:

- £20 per day.
- £45 per weekend
- £80 per week

## Disclaimer

Whilst the driver is legally responsible for the trailer whilst using, Sunderland District Scouts is obliged to ensure that we have acted reasonably to maintain and manage the use of our trailer to minimise risk to Scout members and the general public, this document sets out our method of minimising that risk.

For any further information, points of clarity or questions, please do not hesitate to contact us at [info@sunderlandscouts.org.uk](mailto:info@sunderlandscouts.org.uk)

