



# Schedule Y – Venues, Circuits & Tracks

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## Appendix One – Schedule Y Venues, Circuits and Tracks

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**Note:** Text changes from the previous issue of this Schedule are **highlighted** such. Text changes for grammatical and/or formatting reasons are not highlighted.

**Introduction:** Pursuant to Part VI of the National Sporting Code this Schedule covers in Part One the criteria for approval of Motor Racing Circuits up to and including National Licence level. The criteria details Venue (circuit and track) licensing grades, circuit conception, safety measures and other requirements that are a prerequisite to the issue of a venue licence.

Part Two covers the requirements of any venue in respect of which MotorSport NZ requires a Venue Licence to be issued. The types and grades of Venue Licences available, the process of obtaining a Venue Licence, the requirements for obtaining a Venue Licence and the types of competing vehicles and competitions which a Venue Licence may authorise to

be on the venue.

This Schedule should be read in conjunction with the Circuit Construction and Safety Guide booklet issued separately by MotorSport NZ to all venue licence holders. The Circuit Construction and Safety Guide details the preferred methods of meeting the (Schedule Y) criteria (i.e. the minimum standards deemed appropriate to achieve the criteria).

All permanent and temporary racing venues must be licensed along with all record attempt circuits, tracks or courses.

**Note:** For full details on Record attempts refer to Appendix Seven published in a separate booklet by MotorSport NZ.

Each permanent venue owner or operator is **is to provide** a Venue Log Book pursuant to Part VI of the National Sporting Code.

No Meeting or Event Organising club will be issued with a Permit for a competition on a circuit, course or track that requires a Venue Licence under this Schedule unless the circuit, course or track has a Venue Licence.

No circuit, course or track should be constructed without prior consultation with MotorSport NZ and inspection by the MotorSport NZ Circuit Safety Department.

No sealed venue being of a non-permanent nature shall be used for a racing event (i.e., a multiple simultaneous start of three(3) or more competing vehicles) without the prior approval of MotorSport NZ and inspection by a member of the MotorSport NZ Circuit Safety Department, who may impose particular requirements relating to the features or nature of the venue.

## 1. Definitions:

### 1.1 In this Schedule:

**“Circuit”** means a closed course, beginning and ending at the same point, being permanent where the track and all its installations are permanent and always available for motor vehicle competitions, or being temporary where it is temporarily set up for a specific event, built or adapted specifically for motor vehicle racing, and

**“Code of Practice for Motorsport Fuel – Storage and Handling”** or **“Code of Practice – Fuel”** means the document developed and issued by MotorSport NZ pursuant to the Hazardous Substances and New Organisms Act 1996 (HSNO Act), in respect to fuels stored and handled at MotorSport NZ Events, and

**“Course”** means a road, circuit or track used for record attempts. A course might be temporary, semi-permanent or permanent depending on the character of its installations and its availability for the record attempt, and

**“Department”** means the Circuit Safety Department of MotorSport NZ, and

**“Inspection”** means a visit by a member or members of the Department in order to establish recommendations in accordance with this Schedule, to verify or approve work performed on the basis of such recommendations, or to verify all safety conditions and services required for the conduct of an Event, and

**“Licence”** or **“Venue Licence”** means a certificate issued by MotorSport NZ testifying that a circuit, course or track has been inspected by MotorSport NZ, stipulating the conditions under which it may be used, the categories of cars and Events which may be admitted, and

A **“Temporary circuit”** or **“Temporary venue”** is defined as a course in the form of a continuous road or track, beginning and ending at the same point, of which the operation is restricted by non-racing activities and where the installations are wholly or partly removed between events, and

**“Track”** means a road especially built or adapted to be used for competitions including record attempts. A track is defined as being the area between the outer edges of the sealed surface including the outer edge of the ripple strips where applicable, and

**“Venue”** means any circuit or track for which MotorSport NZ issues Permits for Meetings or Events in accordance with this Code, and

**“Venue Licence Holder”** means the holder of a venue licence issued by MotorSport NZ or FIA to either a member club or body corporate responsible for the development and maintenance of the venue.

## Part One – Criteria for the Approval of Motor Racing Circuits

### 1. Object:

- 1.1 These Criteria shall be referred to by the Department when deciding whether a Venue is constructed to a level of safety commensurate with the appropriate Licence Grade. To this end course designers and operators may use them for initial guidance.

1.2 The Department will study the drawings supplied for any Venue, Circuit, or Track taking into account the type of vehicles intended and apply the specific requirements of the following criteria with any adaptations considered necessary.

2. **Procedure and Inspections:**

2.1 **Circuit dossier:** The designers or organisers of a new circuit intended for national or temporary race events shall submit a comprehensive dossier of plans and specifications to MotorSport NZ for project approval. *(Refer Part Two of this Schedule for specific details).*

2.2 **Inspections:** At all annual inspections the following personnel should be represented:

- Circuit owner/operator
- Circuit maintenance
- Clerk of the Course
- Circuit Safety Department

(1) **Comprehensive Inspection:** Generally only required for the initial inspection of a new temporary or permanent circuit. Prior to such inspection, the inspector(s) should have been able to study the circuit dossier and plans of any projected works. The structural conformity of the proposed circuits safety installations should be the subject of a structural engineers declaration in the circuit dossier supplied to MotorSport NZ prior to the inspection.

(2) **Regular Inspection:** All permanent circuits will require an annual inspection by representatives of the Circuit Safety Department to ensure that the venue maintains appropriate criteria and to follow up on work in progress from any current inspection report.

(3) **Check Inspection:** These may occur from time to time to verify work carried out as detailed in any current inspection report.

(4) **Temporary Circuit Inspection:** Given the differing conditions applicable to any venue at least one(1) comprehensive along with a number of regular and or check inspections may be necessary from time to time in the build up to an event.

(5) **Inspection Fees:** The venue owner / operator member club will be charged a standard inspection fee (*refer Appendix One Schedule B Fees*) covering all expenses incurred by MotorSport NZ except for the inspectors accommodation and meals (which will be charged at cost).

3. **Motor Racing Circuit Licence Grades:**

3.1 In the Venue licence grade and Vehicle category chart below, vehicle types are referred to by the codes appearing on the MotorSport NZ calendar or throughout the various publications of MotorSport NZ.

Each licence grade is also valid for all of the categories of cars in the grades below it, One being the highest grade.

3.2 **Venue Licence Grade and Vehicle Category Chart:**

Grade	Categories of Vehicle Type permitted by Class Name, Appendix and/or Schedule Identification (Where Applicable)
ONE	<p><b>Vehicle types:</b> In addition to those vehicle types allowed in Grade 2 and Grade 3.</p> <p><b>Appendix Four:</b> All MotorSport NZ Premier Championship Classes, Formula Libre (<i>refer Note 1</i>), TraNZam – Schedule TZ, Trucks (<i>refer Note 2</i>)</p> <p><b>Appendix Six:</b> Schedule K – all period classifications, Schedule T&amp;C and Schedule CR – All vehicle types.</p> <p><b>Appendix Two:</b> Schedule A vehicles – all types.</p> <p><b>International types:</b> FIA Group A, Group N, (Aus) V8 Supercars; plus all classes permitted to race on a FIA International Grade Three venue licensed circuit.</p>

<b>TWO</b>	<p><b>Vehicle types:</b> In addition to those vehicle types allowed in Grade 3 <b>and excluding those vehicle types detailed in Grade 1.</b></p> <p><b>Appendix Four:</b> Formula Ford – Schedule F, Formula First – Schedule V, Schedules S, HQ, M7, SS2000, RX7, Pre 65, SCANZ – 2.0 litre:</p> <p><b>Appendix Six:</b> Schedule K – all classifications <b>except</b> single seater racing cars of Group D and E with corrected cylinder capacities over 2.5 litres, (refer Note 3) Schedule T&amp;C and Schedule CR limited to;</p> <ul style="list-style-type: none"> <li>• Naturally aspirated engines up to 4.2 litres,</li> <li>• Forced induction engines up to 3.4 litres on corrected volume.</li> </ul> <p><b>Appendix Two:</b> Schedule A vehicles limited to;</p> <ul style="list-style-type: none"> <li>• Naturally aspirated engines up to 4.2 litres,</li> <li>• Forced induction engines up to 3.4 litres on corrected volume.</li> </ul>
<b>THREE</b>	<p><b>Vehicle types:</b></p> <p><b>Appendix Six:</b> Schedule K – less Period Classifications D, E and F (<i>refer Note 3</i>) unless under 2.0 litre 2 valves per cylinder. Schedule T&amp;C and Schedule CR: limited to the following maximum cubic capacity ratings:</p> <ul style="list-style-type: none"> <li>• 4.2 litre naturally aspirated saloons</li> <li>• 2.0 litre (2 valve) Single Seaters</li> <li>• 4.2 litre naturally aspirated Production Sports and GT.</li> </ul> <p><b>Appendix Two:</b> Schedule A vehicles – excluding all forced induction engines and limited to the following maximum cubic capacity ratings:</p> <ul style="list-style-type: none"> <li>• 2.5 litre naturally aspirated saloons</li> <li>• 2.0 litre (2 valve) Single Seaters</li> <li>• 2.5 litre naturally aspirated Production Sports and GT.</li> </ul>

**NOTES:** 1. *Formula Libre cars shall comply with original FIA regulations and excludes – F1 after 01.01.1977, Group C Sports cars WSC & GTP, F3000, CART, IRL Single seaters or vehicles modified outside their original class regulations.*  
2. *Trucks. Venues will be separately licensed for truck events.*  
3. *Organisers may make application to MotorSport NZ for specific Period Classification D model applications (as defined by Certificate of Description) to participate.*

- 3.3** Specific Circuits or Tracks may have variations to the vehicle categories if so deemed by MotorSport NZ.
- 3.4** Event Organisers shall ensure that vehicle category limits established for the applicable Venue Licence Grade are respected at all times and no vehicles specified in a higher grade are permitted to compete.
- 3.5** MotorSport NZ reserves the right to vet any proposed Meeting or Event entry list and to exclude any entries prior to the event organisers issuing acceptances of entries. Additionally MotorSport NZ reserves the right to exclude any entries on the day(s) of the Event at any time for reasons of safety.
- 4. Circuit Conception:**
- 4.1 Conception:** The shape of the course both in plan and profile, is not subject to restrictions in these criteria, as it is dictated by certain variable factors: the types of competition for which the course is intended, the character of the terrain, considerations of economics, aesthetics, tradition, etc. However, the construction should conform to any safety requirements that may be specified from time to time by MotorSport NZ.

Those responsible for a course must ensure that the prescriptions laid down by the public authorities are complied with and must obtain their official approval without restricting in any way any legal rights of objection and/or appeal which may in any case exist.

- 4.2 Plan:** Unless otherwise stated, all references to straights and curves in these criteria concern the actual trajectory followed by the cars with the highest performance and not the geometrical form of the layout. (The trajectory, when traced on the plan, will generally have the effect of reducing the straights and elongating the curves: when planning or modifying a course, the designer must base his calculations upon it).
- 4.3 Width:** When planning new permanent circuits, the track width foreseen should be at least 12m. The maximum width for new circuits should not exceed 15m. When the track widens or narrows, the transition should be made as gradually as possible, at a rate not superior to 5% (1 in 20).
- 4.4 Length:** The length of a circuit for the calculation of race distances, race records and classifications must be measured along the centreline of the track.
- 4.5 Longitudinal profile:** Any change in gradient should be effected using a minimum vertical radius calculated by the formula:  $R = V^2 \div K$

Where R is the radius in metres, V is the speed in kph and K is a constant equal to 20 in the case of a concave profile or to 15 in the case of a convex profile. The value of R should be adequately increased along approach, release, braking and curved sections. Wherever possible, changes in gradient should be avoided altogether in these sections.

The gradient of the start/finish straight should not exceed 2% (1 in 50).

- 4.6 Transversal inclination:** Along straights the transversal incline, for drainage purposes, between the two edges of the track or between the centre-line and the edge (camber), should not exceed 3% (1 in 33), or be less than 1.5% (1 in 66).

In curves, the banking (downwards from the outside to the inside of the track), should not exceed 10% (1 in 10) (with possible exceptions in special cases, such as speedways). An adverse incline is not generally acceptable unless indicated by special circumstances, in which case the entry speed should not exceed 125kph.

Any variation in cross fall, particularly along the entry and exit sections of a horizontal curve, should have adequate vertical transitions, based on the trajectory and on consideration of Part One Article 4.5 of this Schedule.

- 4.7 Curves:** A curve, or series of curves uninterrupted by a straight, taken at a speed in excess of 125kph, should preferably have an increasing, or at least a constant radius. Curves taken at lower speeds may have a decreasing radius on condition that it is foreseen to provide an adequate safety area, extending beyond the exit of the curve(s).
- 4.8 Track edges, verges and run-off areas:** The track should be bordered all along its length on both sides by compact verges at least 3m wide having an even surface, but more irregular than the track itself. These verges must be free of loose stones or debris and will normally be grass-covered; they should be a continuation of the transversal profile of the track, with no step between track and verge: any transition should be very gradual (minimum vertical radius 50m).

A run-off area is that section of ground between the verge and the first line of protection and unless otherwise specified should have the same basic characteristics as the verge, although it may be less stabilised. The run-off area must be graded to the verge; if it has a slope, this should not exceed 25% (1 in 4) upwards or 3% (1 in 33), downwards, in relation to the lateral projection of the track surface. This paragraph does not apply to gravel beds.

- 4.9 Starting grid:** For a massed standing start, there must be at least twelve(12) metres length of lane available per car; there must be at least 2.5 metres width of track available per lane of cars.

The width of the track at the start must be maintained for at least 250m beyond the start line.

There should preferably be at least 250m between the starting line and the first corner.

By corner, in these cases only, is understood to mean a change of direction of at least 45°, with a radius of less than 300m.

## 5. Circuit Safety Measures:

**Important Notice:** *The Department after taking into account specific details of a circuit or track may vary these requirements.*

- 5.1** The safety measures on a course are intended for the protection of the public, competitors, race officials and service personnel, during competitions. When determining the safety measures, the characteristics of the course must be taken into consideration (layout, adjacent areas, buildings and constructions) as well as the speed attained at any point of the track.

The type of track protection recommended is dependent on the available space and the likely impact angle. As a general principle, where the probable impact angle is low (less than 30°), a continuous, smooth, vertical barrier is preferable. Where the probable impact angle is high a system of deceleration (e.g. gravel bed) and stopping (e.g. tyre barrier)

devices should be used.

The Department can provide advice on the above, after examination of the proposed layout in each case.

The public should be placed at the same level as or higher than the track edge. Where a public enclosure is situated on a gradient, this should not be steeper than 25% (1 in 4), unless the ground is terraced or there is a proper grandstand. The public should be retained by a metallic fence or other equivalent structure at least 1.20m high and should be behind one(1) or two(2) lines of track protection approved by MotorSport NZ. All public areas at circuits should be efficiently enclosed by continuous barriers as well as all areas forbidden to the public.

## **6. Circuit Buildings and Installations:**

**6.1** Requirements regarding Race Control, Marshals' Posts, Pits, Paddock, approved television camera positions, and Medical Centres etc. vary according to the types of event planned; each project must be established by collaboration between the circuit management and MotorSport NZ (basic recommendations are specified in Appendix Two Schedule H Part Two).

## **7. Service Roads and Access Points:**

**7.1** The efficiency of the emergency service (as described in Appendix Two Schedule H Part Two) may require service roads and number of access points to the track, to enable the emergency vehicles:

- (1)** To reach any point of the track quickly,
- (2)** To operate as far as possible without having to use the track, in case of accident,
- (3)** To reach the medical centre and the exits from the circuit quickly.

It is recommended that service roads be considered, however this is not a mandatory requirement. The Department will consider other alternatives.

## **8. Advertising:**

**8.1** Advertising structures must be stable and secure. Location and characteristics of advertising should be such as not to interfere with drivers' and officials' visibility and not to produce an adverse or misleading optical effect (e.g. bewildering repetition of brightly contrasting posters; badly placed hoarding inducing misjudgement of the road layout, etc).

**8.2** All advertising between the track and the first protection barrier must have prior approval of the Department.

## **9. Circuit Dossier:**

**9.1** No inspection will be carried out without the Department inspectors having been able to study the full circuit dossier, including detailed drawings of the circuit and of any work to be undertaken, supported by photographs.

**9.2** The circuit dossier should include documents and information as follows:

- (1)** Circuit layout to scale 1:2000 (minimum), with indication of orientation, race direction, buildings, installations, bulk fuel storage facilities, access roads, spectator areas, safety barriers and devices, approved television camera positions, pits, paddock and location of start line, ambulances, fire fighting vehicles, marshal posts and where applicable medical centre and helicopter pad.
- (2)** Plan of pits and paddock area to scale 1:500 (minimum).
- (3)** Detailed plan of all buildings (including medical centre and helipad), to scale: 1:200 (minimum).
- (4)** Profile of track centre line, to minimum scale 1:2000 (length)/1:200 (altitude).
- (5)** Cross-sections of track and lateral space (for at least 10m, on each side from the track edge), at the start line, centre of principal corners, points of minimum and maximum width of the track, bridges and other singular points, to scale 1:200 (minimum).

**9.3** Projects for new circuits or major alterations to existing circuits must be forwarded through MotorSport NZ to the Department for initial technical advice prior to the project(s) or alterations commencement.

# **Part Two – Venue Licences**

## **1. Object:**

**1.1** When considering applications and reports on the suitability of Venues, circuits, courses and tracks for licences

MotorSport NZ shall consider the following criteria.

**2. Who Needs a Venue Licence:**

**2.1** Any Member Club, person, firm, or body corporate, who operates a venue in New Zealand, be it a circuit or track, must hold the appropriate Venue Licence before a Permit for competition between vehicles is issued by MotorSport NZ.

**2.2** Any Member Club, person, firm, or body corporate, who intends to promote, or organise any record attempt on a circuit, course or track (permanent or temporary), must hold the appropriate Venue Licence before a Permit for the record attempt is issued by MotorSport NZ.

**3. Venue Licences:**

**3.1** MotorSport NZ may grant a national venue licence for any circuit or track suitable for national **status** events in accordance with MotorSport NZ's policies from time to time.

**3.2** This licence shall specify the following required details:

- (1) Whether the venue is a permanent or temporary venue;
- (2) The classes or types of competing vehicles for which the venue is licensed;
- (3) The maximum number of vehicles able to compete at one(1) time;
- (4) The length of the circuit or track;
- (5) The direction(s) of travel Permitted on the circuit or track;
- (6) Whether the circuit or track is approved for attempts at national records;
- (7) Any special circuit or track rules; and
- (8) The period of validity of the licence.

**3.3** Any application for a venue licence for either a permanent or temporary international circuit must be made to MotorSport NZ pursuant to Part VI of the National Sporting Code.

**3.4** Venue Licences are issued for either:

- (1) Permanent International or National **status** circuits or tracks; or
- (2) Temporary International or National **status** street circuits or tracks; or
- (3) Temporary International or National **status** circuits or tracks on private land, or
- (4) Other circuits, courses or tracks that MotorSport NZ have deemed appropriate require a venue licence as a prerequisite to the issue of a Special Event Permit.

**3.5** Venue Licences are not required for other venues where MotorSport NZ issues a permit for competition under the disciplines of Rally and ClubSport Standing Regulations save for Special Event permit Meetings or Events on a circuit, course or track detailed in Part Two Article 3.4(4) of this Schedule.

**3.6** No alterations to manning scales and minimum equipment scales (except increases to these) can be made without approval of the Department.

**3.7** No alterations to the configuration of the circuit, protective devices, circuit limits and facilities pertaining to circuit safety shall be made without the prior approval of the Department.

**3.8** The installation of portable or temporary facilities which effectively alters the configuration of the circuit from that depicted on the licence may render the licence null and void.

**3.9** For renewal of the Venue Licence:

- (1) A permanent venue is subject to an annual inspection by a Circuit Safety Department Inspector or Inspection Team, compliance with any request for work issued by the Inspector(s), and payment of annual fees.
- (2) A temporary venue is specifically licensed for the Event, which is permitted, and no other, consequently is subject to a re-inspection by a Circuit Safety Department Inspector or Inspection Team, which shall be made at a convenient time prior to any other Event on the venue. The renewal of the licence being conditional on

compliance with any request for work issued by the Inspector(s), and payment of annual fees.

#### **4. Proposals and Applications for Venue Licences for New and Temporary Circuits or Tracks:**

##### **4.1 Proposals:**

- (1) Persons or organisations proposing a new circuit or track, whether it be permanent or temporary, must contact MotorSport NZ and obtain its policies existing at the time the first enquiry or proposal is made.
- (2) A new circuit or track, permanent or temporary, may be authorised provided that all requirements of MotorSport NZ in connection with the approval of circuits from time to time being met.
- (3) Subsequent to (1) above, the persons or organisations wishing to pursue their proposal shall pay to MotorSport NZ;
  - (a) A non-refundable Application Fee as specified in Appendix One Schedule B, and
  - (b) An Inspection Deposit as specified in Appendix One Schedule B to offset initial expenses incurred by MotorSport NZ in processing the application and inspecting the circuit.

*Note: The Inspection Deposit less initial expenses incurred shall be refunded when all inspections have been completed.*

##### **4.2 Applications:**

- (1) Applications for Venue Licences for new and temporary circuits or tracks shall be made to MotorSport NZ at least twelve(12) months prior to any proposed date to organise a Meeting or Event.
- (2) Such applications shall follow the timeline procedure detailed in Part Two Article 4.5 of this Schedule.
- (3) A Scale Plan of the proposed circuit or track shall accompany this.
- (4) The organisers of the proposed event shall satisfy MotorSport NZ that the personnel connected with the organisation have or will have the necessary Officials Licences and administrative practical experience at National Status race meeting level to discharge their duties satisfactorily.
- (5) All races run on temporary circuits or tracks will be required to have a National or International **status** Permit and all requirements thereof must be met.
- (6) MotorSport NZ may, in its absolute discretion modify or extend the requirements of any applicant depending on the features or nature of the Meeting or Event.

##### **4.3 Venue Licence Issue:**

- (1) MotorSport NZ shall issue the appropriate licence having satisfied itself that all the prerequisites for a venue licence have been met and the following fees, deposits and bonds have been paid;
  - Additional liability insurance (if required by MotorSport NZ's Insurers refer (2) below), and
  - New track application fee, and
  - New track inspection deposit and
  - A performance bond (refer (3) below);

*Note: Refer Appendix One Schedule B for monetary details.*

- (2) MotorSport NZ's insurers at the time of Permit application reserve the right to assess MotorSport NZ's risk for all temporary venues. This may result in an additional cost for the Permit.
- (3) The persons or organisations proposing a new circuit or track, either temporary or permanent, shall lodge prior to the issue of a Venue Licence a Performance Bond as to compliance by the applicant with the requirements set down following the circuit inspection and the event being held in accordance with the approved program on the date allocated. The value of such bond shall be as specified in Appendix One Schedule B.

##### **4.4 Inspector Attendance:** MotorSport NZ shall appoint a Circuit Safety Inspector to attend all Events or Meetings held on



temporary venues and any new permanent venues running their first event or meeting.

The Circuit Safety Inspector shall, prior to the circuit being used by competitors for practice and/or racing, be satisfied that all aspects of the safety requirements, protective barriers, facilities and marshal post locations are in accordance with the pre-agreed requirements.

At the conclusion of this satisfactory inspection the new or temporary circuit licences will be signed.

The Circuit Safety Inspector's duties at this time will be complete and the Clerk of the Course shall assume responsibility for all circuit safety matters.

Notwithstanding this the Circuit Safety Inspector shall remain at the venue throughout the Event or Meeting for the purpose of ensuring the integrity of the licence is maintained for the duration of the Event or Meeting.

**4.5 Timeline Procedure for Circuits and Tracks.**

(All time values refer to time before the date of the intended event.)

Time Frame	Object
<b>As soon as practicable</b>	Submit the application for the event to the Permit Issuing Authority through the MotorSport Online system.
<b>12 months</b>	In the case of a new venue, present to MotorSport NZ a detailed proposal, with full plan of circuit or track, level and type of proposed events, accompanied by new track Application Fee.
<b>9 months</b> (Applicable for new venues only)	Lodge initial Inspection Deposit. Circuit Safety Department shall then undertake the initial on site inspection.
<b>6 months</b> (Applicable for new venues only)	After acceptance of the initial inspection report apply to MotorSport NZ for the issue of the Venue Licence. This application shall include endorsement from Chairman, Circuit Safety Department.
<b>3 months</b>	Payment of Venue Licence fees and bond requirements with MotorSport NZ. Obtain approval for major officials.
<b>60 days</b>	Complete and submit the application for Organising Permit as required by Appendix One Schedule E Lodge Performance Bond in accordance with Appendix One Schedule B. Discuss insurance requirements with MotorSport NZ.
<b>30 days</b>	Contact Circuit Safety Department to finalise arrangements of circuit construction and any further inspection.

**5. Responsibility of Circuit and Track Owners or Operators:**

**5.1 Permanent Circuits or Tracks:** The owner or operator of a permanent venue shall:

- (1) Maintain the venue in accord with the licence issued and the annual inspection report requirements.
- (2) Carry out any necessary works in the order of priority given by MotorSport NZ.
- (3) Ensure that the Venue Log Book contains up to date copies of:
  - (a) **Current Venue Plan – A:** An A4 size plan or drawing of the venue detailing at least the;
    - Location of all flag and observation posts.
    - Location of all intervention vehicles.
    - Location of all Crash / Rescue vehicles.
    - Entry and Exit points to the Pit Lane.
    - Emergency exit points from the circuit leading off the venue.
    - Location of helipad (if designated).
    - Spectator area limitations.

- (b) **Current Venue Plan – B:** An A4 size plan or drawing of the venue detailing the areas that can be accessed

by accredited media photographers and approved television camera positions.

- (c) Circuit (Venue) Licence(s).
- (d) The approved annual Safety Plan for the Venue.
- (e) The regular maintenance schedule requirements (detailed in the current Circuit Inspection Report).

**Note:** *The Venue Log Book shall be available at all times to the appointed Event Director, Clerk of the Course, Meeting Stewards or a member of the Circuit Safety Department.*

- (4) Reinstate or carry out temporary repairs to any safety barrier or device which has been damaged, displaced or destroyed during an Event. The repairs must be inspected and approved by the Steward(s) appointed to that Event.
- (5) Ensure that up to date circuit plans (in duplicate) properly drawn to scale showing all appropriate distances and measurements, circuit facilities, protective devices, installations and sections drawings must be deposited with MotorSport NZ.

**5.2 Temporary Circuits or Tracks:** The owner or operator of a temporary venue shall:

- (1) Establish the circuit or track in accord with the licence issued and the inspection report requirements.
- (2) Carry out any necessary works in the order of priority given by MotorSport NZ.
- (3) Reinstate or carry out temporary repairs to any safety barrier or device which has been damaged, displaced or destroyed during an Event. The repairs must be inspected and approved by the by the Circuit Safety Inspector(s) appointed to that Event.
- (4) Ensure that up to date circuit plans (in duplicate) properly drawn to scale showing all appropriate distances and measurements, circuit facilities, protective devices, planned spectator areas, installations and sections drawings must be deposited with MotorSport NZ.

**6. Circuit Safety Department Inspectors:**

**6.1 Appointment of Inspectors:**

- (1) MotorSport NZ shall, in accordance with its By-Laws, appoint Circuit Safety Department inspectors to ensure the compliance of venues, both permanent and temporary, with;
  - (a) The provisions of the FIA Sporting Code and its Appendices as they relate to circuit safety requirements for International Licensed Venues, or
  - (b) The provisions of the MotorSport NZ National Sporting Code and its Appendices as they relate to Circuit safety requirements, in particular those provisions detailed in Part One of this Schedule and the parts of Appendix Two Schedule H relating to the physical circuit construction for National Licensed Venues.
- (2) MotorSport NZ reserves the right to appoint Circuit Safety Department inspectors to ensure compliance of any venue holding a Special Event organising permit at its absolute discretion.

**6.2 Responsibilities and Duties:** The Circuit Safety Department Inspectors appointed shall undertake the following responsibilities and duties.

- (1) The approval of all permanent and temporary racing venues both new and existing, including the configuration of the circuits or tracks, all protective devices, spectator viewing areas, facilities and equipment necessary at the various grades of competition conducted therein.
- (2) The annual inspection of all permanent and temporary race venues and re-inspections where necessary.
- (3) Establishing in conjunction with the persons owning and/or operating the circuit, technical and annual plans relating to work requirements to either maintain existing grading or achieve a higher grading.
- (4) In conjunction with MotorSport NZ Administration, issue annual venue licence for permanent race circuits at all venues. These shall include details of circuit configuration, length, direction of travel, maximum number of starters and location of marshal posts.
- (5) In conjunction with persons owning and/or operating the race venues, establish and maintain a Track Log Book.

- (6)** As and when appointed by MotorSport NZ carry out inspections of venues holding a Special Event organising permit establishing in conjunction with the persons owning and/or operating the venue, work requirements relating to all protective devices, planned spectator areas, facilities and equipment necessary for the various grades of competition to be conducted therein.