

MEMO

To: Motorcycling NSW Clubs

From: Ben Williams – Sport Development Manager

Date: 13th October 2023

Subject: 2024 MNSW Speedway State Championships Tender Opportunity

The following summarises the event hosting requirements for the 2024 Motorcycling NSW (MNSW) Speedway State Championship events and accompanies the broader MNSW – Representative Program.

Introduction

The MNSW Speedway State Championships events are the peak events within the sport of Speedway in NSW. It is unrivalled in its competitiveness, and with that provides a fantastic platform towards mass broadcast and distribution throughout the sport's network and the wider community

Motorcycling NSW has forwarded this information to identified host destinations and all MNSW affiliated clubs. Please see below for further information about hosting the MNSW Speedway State Championships.

Timeline Information

MNSW is implementing a new tender process for State Championship events. Therefore, the following timelines are now in play;

- » October 13th - State Championships tender process opens
- » October 29th - State Championships tender process closes
- » November 10th – Club & Promoter's 'Date Registrations' open
- » November 30th – Draft MNSW Open Calendar released

In order to nominate to host an MNSW State Championship event via the tender process, [please click here](#).

All tender applications will be reviewed by MNSW in consultation with the Speedway Sports Committee and will be assessed against the outlined criteria and expectations listed below. All venue selections will be ratified by the MNSW board.

For further information in relation to this please contact;

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Speedway State Championships

Key Event Details

The Speedway State Championships is made up of 6 separate State Championships events. These events are the U16 125cc Solo State Championships, the U16 250cc Solo State Championships, the U21 250cc Solo State Championships, the Open 500cc Solo State Championships, the U16 250cc Sidecar State Championships and the Open Senior Sidecar State Championships. There are times when some of these events are run simultaneously on the same weekend at the same venue.

Participation

Classes of participation offered in 2024 at the MNSW Speedway State Championship events are as above, there are ages ranging from 9 years of age to 55 plus years of age.

The average number of entries across all State Championships is 22 riders which will attract the following number of intrastate and interstate visitors to the location for 2-3 nights:

- 60 participants (riders, officials & support crew)
- 180 entourage/supporters (parents, siblings, friends)
- 450 bed nights for accommodation providers

Event Proposed Month*

- Junior U16 125cc Titles - October.
- Under 21 and 250cc Junior Titles - November
- Open 500 Titles - December.
- Senior & Junior Sidecar Titles - February 2025

*Please note the Motorcycling Australian and Motorcycling NSW Open Calendars are yet to be finalised and therefore amendments to the above dates may occur

Financial

Financially, the club will maintain all proceeds made from rider entries, camping (if offered) and catering arrangements e.g. canteen, BBQ & vendor fee for external catering options. The host club are required to cover any expenses in relation to the event i.e. medical, portaloos etc. unless covered by MNSW as stated below.

Hosting Criteria & Expectations

Please find below the key criteria and expectations of what is needed in order to host an MNSW State Championship event. When completing the tender process the prospective host will need to indicate they have the ability to fulfil the below criteria and meet the outlined expectations.

MNSW Expectations

1. MNSW will assist with the events, through both the office and the Speedway Sports Committee
2. MNSW has exclusive rights to all commercial activity in relation to any MNSW State Championship event. Any proposed event sponsors or partnerships by the host must be approved by MNSW.

3. MNSW is responsible for sourcing and developing any merchandise related to an MNSW State Championship event. Host clubs will be permitted to sell club-branded merchandise.
4. MNSW will cover all permit fees.
5. MNSW will cover the cost of Championship Medallions
6. MNSW will cover the Steward fee.
7. MNSW can provide the transponders, laptop, loop trackside boxes (if required) to be used for timing (dependent on availability)
8. MNSW will provide on and off-track signage (MNSW branded and relevant sponsors/partners)
9. MNSW will have staff onsite during the event

Host Club Expectations

1. The host club will prepare the track prior to the event and maintain the track during the event to ensure the track is in prime condition.
2. The host club will provide all key officials other than the Steward.
3. The host club will provide a level 3 scrutineer for the event
4. Host club to supply an identified local media liaison to work with MNSW
5. The club with assistance from the Race Secretary will organise and prepare all Race Secretary, Steward and Clerk of Course paperwork prior, to be utilised at the event
6. The host club will cover the cost of medical and provide the following as per the MA Medical Guidelines:
 - 2 x Key Medical Personal (Paramedic, Doctor or Nurse)
 - 1 x First Aider
 - Suitable Vehicle e.g. Patient Transport Vehicle
 - Trackside Medical Centre
7. The host club will coordinate the marshalling/operational official spots
8. The host club will provide a commentator for the duration of the event
9. The host club will provide meals for Key Officials and Key Volunteers
10. The host club will supply a podium for the presentation.
11. The host club will monitor camping at the venue (if the club has ground for camping)
12. The host club will maintain the facilities at the ground prior to and during the event e.g. toilets, showers, lighting
13. The host club will ensure that there are sufficient amenities onsite
14. The host club will operate a canteen or BBQ during the event
15. A club representative/committee member be present and available for the presentation
16. Representatives from the club will assist with the event signage set up and pack down.
17. Invite local Government Officials to attend the event
18. Club sponsors may be permitted if approved by MNSW
19. The host club will be responsible for determining the entry fees, in consultation with MNSW
20. Host to provide Liaison Officer with good knowledge of the track to work with Clerks of Course/Steward.
21. Full (exclusive) daily access to the venue from the Friday at the commencement of the event week through until the Sunday

22. The host club has the opportunity to nominate officials who wish to shadow key officials at the event in order to gain development.

Criteria

- High quality, enclosed purpose-built track to the necessary standards of Speedway
- Provide Flag Marshals for the entire event.
- Supply of food and drinks for all officials each day i.e., vouchers redeemable at the canteen
- Public Address System that reaches the extremities of the venue
- Amenities to cater towards attendees i.e toilets
- First aid / medical area
- Ambulance access to the venue
- Suitable pit area
- Carparking for vehicles on/near the precinct
- Administration space
- Power to Lap score /Timing area
- Covered Sign-On area
- Broadcasting facilities
- Additional areas for information tents
- Full canteen facilities
- Sufficient track watering equipment.
- Operating wash bay area
- Waste/garbage disposal area
- Waste Oil Facility (clearly marked)

Numerous accommodation options to accommodate a varying number of bed nights across a variety of budgets.

Venue Guidelines

The following information is provided as a guideline for councils, Clubs and Track Managers as to the requirements or recommendations we see as significant for Motorcycling to be conducted.

Motorcycling as a sport can be very flexible in our approach to working with particular venues for the sport to be conducted; more often than not we do not require specialist protocols outside of the normal risk management expectations of any other sport. Mainly the guidelines I can suggest depend on the level of event series the venue will be hosting. Therefore, I provide the below table as a recommendation that would be favourable for a state-level event.

Item	Requirements
Venue	<ul style="list-style-type: none"> - Provide a safe licenced venue for all competitors, officials and spectators
Track	<ul style="list-style-type: none"> - A licenced track that is a maximum length of 450m. - Ensure that there are appropriate barriers in place to ensure spectators do not gain access to the track and any other area where they may endanger themselves or the riders - Sufficient track watering equipment - Available machinery for track grooming each day after racing
Administration & Operational Facilities	<ul style="list-style-type: none"> - Adequate room for Administration (which must supply electricity) - Enclosed area for Timekeepers to be protected from the elements - Adequate amount of equipment (such as flags) that is necessary for the proper conduct of the meeting - Tables for sign-on area
Medical	<ul style="list-style-type: none"> - Suitable medical facilities - Ambulance access to the venue
Spectator Access	<ul style="list-style-type: none"> - Seating for spectators or spectator viewing areas of the track - The ability to place tents/shelters for the groups that visit onsite
Car Parking	<ul style="list-style-type: none"> - Sufficient car parking for spectators
Amenities	<ul style="list-style-type: none"> - Adequate number of clean toilets to cope with a high volume of users
Camping	<ul style="list-style-type: none"> - Camping facilities with ample room with access to clean functional toilets and showers
Catering	<ul style="list-style-type: none"> - Clean and food safety would be a minimum expectation providing a variety of foods to cater for the different tastes of the participants along with the ability to cope with a large volume of customers and must have a healthy option
Risk Management	<ul style="list-style-type: none"> - A venue can supply a risk assessment and crisis management plan for a venue and provide minimum expectations in participant/spectator

	safety. Along with an on-site club liaison officer to assist with event management
Media	- A media room or the ability to use a quieter area for interviews without background noise
PA	- A fully functional Public Address system audible to all parts of the venue that would also allow for music between to be played.
Accommodation and General Township Amenities	- Close to facilities for accommodation with a wide variety of options, with facilities including a hospital, after-hours doctors, food outlets and supermarkets

[To submit a tender application to host a 2024 Speedway State Championship please click here](#)