

Getting Back on Track: CLUB SPORT

With Appendix for Guidance for CLUB SPORT Event Organisers

MotorsportUK.org/COVID-19

Version. 30 July 2021



Introduction

Motorsport UK, like other sports governing bodies, has been planning how it will be possible to restart our sport whilst working within the prevailing government guidelines. Clubs and their activities in Scotland fall under the Jurisdiction of the Scottish Government who are adopting a phased approach to the easing of restrictions.

As the respective Governments now announce a gradual release of their lockdowns, Motorsport UK is communicating our plan on how to best resume our activities as quickly as we can while under applicable restrictions.

This planning has been undertaken in consultation with a wide selection of stakeholders including the specialist committees of each sport discipline.

The organisation has been actively modelling how each of the sport's eleven different competition categories could potentially begin to restart motorsport when it is safe and practical to do so.

We want to thank all of the motorsport community for supporting the need to suspend our activities; we appreciate how difficult this has been for many individuals and organisations. Our goal is to get the sport running again as fast as practically possible. We are working with the regional Governments including Scottish Government and administrations such as Sport Scotland and of course UK Government through DCMS and we have led the development of a detailed plan that can be used by clubs, officials, venues and competitors to manage events safely and successfully but always subject to respect of the requirements of the several national Governments.

We are fortunate that our sport takes place in large outdoor environments, so that with practical measures in place, much of motorsport should be able to resume. We will all need to modify the way we have worked in the past and accept these changes in a collaborative and constructive way. I am sure that the ingenuity and passion of the motorsport community will allow us to navigate the essential requirements to keep everyone safe, but at the same time allow our sport to get going again.

John Chrons

Hugh Chambers, CEO



Types of motorsport

Motorsport in the UK is vibrant and diverse, with **12 main categories** of the sport and **thousands of events** taking place **nationwide**



Autocross

Competitors drive on a short course on grass or stubble field, against the clock



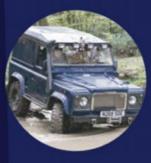
Autotest

Drivers tackle a low-speed course without hitting any markers



Circuit Racing

Cars race wheel-to-wheel on a track. The winner is the first to reach the chequered flag



Cross Country

Drivers tackle a low-speed course without hitting any markers



Drag Racing

Two cars and drivers see which can cover a quarter of a mile the quickest



Hill Climb

Competitors race against the clock on a narrow, uphill course, in everything from road cars to single-seaters



Karting

Karts go wheel-to-wheel and the winner is the first to reach the chequered flag



Rallycross

A combination of Rallying and Circuit Racing on a track that's part gravel and part asphalt



Rallying

A driver and co-driver take on a series of competitive stages, usually in forests



Sprint

Drivers take turns setting times around a lap of a circuit or pointto-point course



Trials

A low-speed but highly challenging discipline and one of the most accessible forms of the sport



Volunteering

All motorsport events, from Formula 1 to club level, need volunteers to help them run safely and effectively

About Us

Motorsport UK is the national membership organisation and governing body for four-wheel motorsport.

The organisation exists to **power**, **promote** and **protect** motorsport in the UK. Our 60-strong in-house team delivers against four key service areas:

£10Bn+

value of motorsport to UK economy

40,000+

sector employees in UK

4,500

UK motorsport companies

44,000

competitors

4,100

officials

millions

of spectators and fans

10,800

marshals

720

clubs

4,500

events each year



Guiding Principles

In building out Motorsport UK's plan to restart motorsport, a number of considerations have been established after significant liaison with our stakeholder community.

Motorsport UK's approach needs to provide robust guidelines while allowing for some flexibility and adaptability of the central tenets to suit each of 11 different motorsport disciplines.

The guidelines have been established through consultation in alignment with government guidance.; it is understood that this guidance is fluid and can be open to interpretation and also, in the event of a second wave of the virus, the advice may need to be withdrawn or reconsidered.

1 GOVERNMENT LEGISLATION

The Motorsport UK community will respect the law and principles of government guidance

2 RESPECTING SOCIAL DISTANCING

Social distancing is crucial to reducing 'R' and is at the forefront of all restart planning

3 GOOD CORPORATE CITIZENSHIP

Positive public perception of our sport is important to ensure cooperation and future growth

4 NEGATING HEALTHCARE BURDEN

Motorsport will not put an additional burden on public health resources in restarting our sport

5 EDUCATION & TRAINING

Appropriate education and guidance will be provided to event organisers to safely execute events

6 RESPECTFUL OF TRAVEL RESTRICTIONS

This plan is respectful that not all devolved countries (or administrations) are moving at the same pace

7 DISCIPLINES CAN NOT ALL MOVE AT SAME PACE

The reintroduction of some of our **11** disciplines, by their nature, will not be simultaneous

SAFETY, SAFETY!

Safety is a central tenet and front of mind in the execution of this strategy



Responsibilities

Government and healthcare guidelines have been fluid over the past months and it is a complex task to interpret these and apply them to each of 11 different categories of motorsport, from planning an event to successful implementation.

Below is outlined the roles and responsibilities of each of the Government, Motorsport UK and ultimate event organisers and venue owners.

GOVERNMENT

- Define social gatherings size/ scale
- Set out hygiene measures and PPE
- Medical/emergency impact
- Human resource
- Equipment and facilities
- Limit exposure of vulnerable people

LEGISLATE/INFORM

MOTORSPORT UK

- Regulatory framework
- Education and Training
- Scrutineering
- Timing
- Marshalling
- Paddock/assembly areas
- Results/queries
- Medical requirements
- Incident management
- Personnel numbers
- Entry numbers
- Media
- Judicial

INTERPRET/ EDUCATE

EVENT/ VENUE ORGANISERS

- Application of Motorsport UK guidelines
- Facilitating social distancing
- Monitor and control number of event attendees
- Size of areas
- Marshalling arrangements
- Incident management
- Community engagement
- Remote roles/actions
- Event equipment/hygiene
- Guideline compliance

IMPLEMENT/ EXECUTE



Important Considerations

The UK is still in the midst of a healthcare emergency and it is a requirement of all Governments that we closely follow their advice and guidance in order that the UK as a whole and severally can navigate its way through the current crisis.

As the emergency has developed, it has become apparent that the devolved administrations of the home nations and also the Crown dependencies are easing restrictions according to their own distinct details and timescales. This updated guidance has been designed to afford flexibility as we go forward, in order to accommodate the evolving situation and remains subject to the prevailing Government advice and guidance applicable to an event location.

Life should not feel normal at this time and it is unlikely that the UK motorsport community can return to how things were for some time

However, with the appropriate checks and measures in place, motorsport should be able to resume at this time and it is important for the mental health and physical wellbeing of the community that life goes on.

The following are important considerations in getting various parts of the sport up and running at the earliest opportunity.

1. Vehicle Sharing/ Passengers/ Co-drivers

Government easing of restrictions are now varied and localised. This guidance is presented on the understanding that what is permissible in one area may not be appropriate in another.

2. Variations to Documentation

It is likely that documents and processes will need to be modified in order to provide for social distancing with the implementation of some additional checklists and processes.

3. Communications

Flexible communication methods will be required, with an increased emphasis on digital engagement both pre and during the event

4. Training

New ways of working will be required, and appropriate awareness training will need to be undertaken for all involved

3. Social Activities

The social aspect of motorsport is an important part of the sense of community; however, it is necessary at these times that these be accommodated within the parameters of government advice

6. Spectators

In most circumstances government advice still precludes events hosting spectators. Whether by invitation or not, organisers are responsible for all and any spectators attending an event and with that comes the responsibility to manage their social distancing and adherence to Government advice. You must consider the burden that spectators will place upon your marshals and it is recommended that organisers consider venues where access may be secured and spectators either excluded or safely managed.





Club Sport Event Organiser Guidance

The following guidance pertains to all Club Sport Event Organisers.

Against the backdrop of current Government guidance it is anticipated that for events to be able to be run safely, there will be significant changes required across all facets of event organisation.

The following guidance is not exhaustive, however Motorsport UK urges that venue and event organisers take a conservative approach towards their interpretation of the guidelines set out in order to protect competitors, teams, marshals, officials, volunteers and the reputation of motorsport.

With this updated guidance it may be possible to resume running most types of Club Sport event subject to regional Government advice as it applies to the location of your event, and the practicalities of managing your compliance with that Government advice.

It is important and prudent at this time to adopt appropriate and practical precautions to protect and save lives.

Additional questions can be asked of Motorsport UK via; Restart@MotorsportUK.org

| EVENT ELEMENT | GUIDANCE |
|------------------|--|
| Documentation | Variations to standard documentation may be needed Recommended use of online event administration systems. Such systems may be capable of utilising the Motorsport UK licensing database for licence validation There can be no applications for Competition Licences or entries on the day Electronic (remote) signing-on pre-event. Individuals without electronic access pre-event may be prohibited Ensure that the signing-on process emphasises attendance only if well and NOT exhibiting any COVID-19 symptoms. A reminder to marshals/officials that reduced staffing numbers may be necessary and non-attendance without prior notification may impact on the viability of the event Pre-event scrutineering by electronic (remote) declaration Licences/club membership cards not physically checked at event, remote verification possible. Ad-hoc verification of licences by Motorsport UK Upgrade Cards not to be signed for upgrade purposes. In accordance with current regulations official results may be presented in place of signatures |
| Scrutineering | Spacious, non-enclosed environment. May require supplementing existing areas with additional spaces Pre-event scrutineering by electronic (remote) declaration External checks with driver in vehicle. Internal checks with driver out – and sufficiently clear – of vehicle Contact with vehicle internals avoided and PPE as required to comply with Government advice and Motorsport UK requirements Checks selected and carried out to minimise contact with vehicle. Visual checks strongly recommended |

| Continued | EVENT ELEMENT | GUIDANCE |
|---|------------------|--|
| to facilitate for receiving videos where possible All paperwork digital PPE requirements in accordance with relevant Government advice and Motorsport UK requirements Marshals to supply their own tabards where possible Organisers at all times to ensure personnel are conscious of and satisfied with their own safety All reports to be transferred by digital or telephonic means PADDOCK & SERVICE/ASSEMBLY AREA Spaced to respect social distancing Recommend marked bays and grids to avoid marshals where possible POSTS Posts should have no more than the number necessary to carry out the usual function of that location and in order to maintain safety coverage The post must be able to facilitate allocated marshals in line with current government guidance in respect of social distancing, and with mitigation as necessary Post allocation should be issued remotely prior to event to avoid unnecessary delays and gatherings INCIDENT/MEDICAL INTERVENTION A marshal should approach a stranded vehicle face on and at a safe distance, to observe the OK (thumbs up) from the driver and request intervention in the case of no presented indication If intervention is required, appropriate level PPE to be worn Officials PPE requirements in accordance with relevant Government advice and Motorsport UK requirements Organisers at all times to ensure personnel are conscious of, and satisfied with, their own safety A record to be maintained of personnel working in close proximity or enclosed areas All reports to be transferred by digital or telephonic means | | approval sticker must be presented to the Scrutineers who will visually inspect the equipment and issue a sticker in accordance with the Motorsport UK |
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| areasAll reports to be transferred by digital or telephonic means | | |
| | | |
| YELLICLE SHAKING. | | All reports to be transferred by digital or telephonic means VEHICLE SHARING: |
| In accordance with 'Vehicle Occupancy' | | |

| EVENT ELEMENT | GUIDANCE |
|---------------------------------------|---|
| Paddock/ Assembly Areas | Limit team personnel numbers to ensure social distancing can be respected Ensure and maintain social distancing between competitors in paddock/assembly areas and when travelling to and from those areas Competitors to remain in or next to vehicle in assembly area Vehicles to be further spread out in assembly area Where walkways have a width below the minimum social distance, make one-way and consider mitigation as necessary Users of shared facilities – such as 'portaloos' – must take responsibility for sanitising those facilities after use Note guidance in 'Vehicle Occupancy', particularly with regard to mechanics |
| Timing/ Results/ Queries | PPE requirements in accordance with relevant Government advice and Motorsport UK requirements While the use of electronic/digital means of recording times remains recommended as good practice where appropriate, manual Time Cards and Check Sheets can be completed and used to calculate the results of an Event. Hand sanitisation should be carried out before and after handling manual Time Cards or Check Sheets. |
| Incidents/ Medical Intervention | Organisers/Chief Medical Officer should liaise with the local emergency services and hospitals to ensure that there are no local restrictions and make appropriate provisions for casualty transfer from the venue to hospital if there is uncertainty regarding the availability of NHS ambulances |
| | Extended hygiene measures. All equipment to be sanitised after use Upon request from the Clerk of the Course, a marshal should approach a stranded vehicle face on and at a safe distance, to observe the OK (thumbs up) from the driver If intervention is required, appropriate level PPE to be worn |
| Communications & Media | SIGNAGE: Key policies on distancing, hygiene, PPE, plus specific areas (e.g. paddock), regular PA announcements, venue entrance COVID-19 posters prominently displayed where appropriate COMMUNICATING POLICIES: Signposted from website Emailed in advance of event with links Guidance contained in footers of event information No hard copies of comms materials LOCAL RESIDENT COMMUNICATIONS: As appropriate to venue, highlighting adherence to guidelines CUSTOMER LIAISON AND PRESS MANAGEMENT: Contact numbers for general enquiries, plus specific personnel on signage as appropriate, plus central URL to website section for policy info |

| EVENT | GUIDANCE |
|--|---|
| ELEMENT | |
| Communications & Media (continued) | MEDIA: Strictly limited numbers (potentially single media syndicated), venue/space dependent Specified locations only Single workers, or household members only Interviews with social distancing respected All materials shared electronically PODIUMS: Not openly accessible Should be photo/media events only, respecting social distancing Held in open air CLUB SOCIAL ACTIVITIES: Must comply with current government restrictions |
| Protests/ Judicial | Digital forms available here for: Protest Judicial Action including technical Appeals Additional guidance available, including socially distanced proceedings, if digital process is not possible All Stewards Reports electronic only and to be received no later than 5pm the first working day following the Event Any fees to be paid by the Competitor within 48 hours, or fines within 7 days direct to Motorsport UK |
| Briefings | Recommended use of online event administration systems Written (and/or video) briefings sent electronically NEW COMPETITORS: Clerk of the Course to speak remotely to new drivers via voice notes, telephone or other means Alternatively in an open area whilst at all times respecting social distancing and with availability of hygiene measures |
| Event Control/ Administration Area | PPE requirements in accordance with relevant Government advice and Motorsport UK requirements Area to be regularly sanitised No physical exchange of paperwork – reports etc. by digital means only Personnel limited for social distancing, access only to necessary personnel Competitor or official attendance to be restricted according to the needs of the facilities Hand sanitiser on entry/exit Well ventilated where possible |

| EVENT ELEMENT | GUIDANCE |
|--|--|
| Equipment Provision | All equipment to be sanitised at pick-up point All equipment to be sanitised by marshal/official prior to drop-off Equipment to be pre-allocated to personnel to limit person-to-person contact Remote (unmanned room) pick-up/drop-off of equipment (sanitisation provision at location) Marshals/officials should bring their own tools, hammers, staple guns, clipboards etc. Set-up/break-down crew to regularly sanitise hands and wear PPE as appropriate |
| Competitors Including Teams | ALL COMPETITORS: Any competitor involved in an incident must indicate that they are OK by signalling with a "thumbs up" at the front windscreen at the earliest opportunity and to the approaching marshal If a competitor can safely exit the vehicle, they should do so and then stand in a suitable location, respecting social distancing Social distancing to be respected whilst walking sections/tests No double drives/sharing of vehicles where Sporting Regulations permit, without adherence to PPE and sanitisation of the habitacle. |
| Vehicle Occupancy Basics applicable in all situations to all Competitors and Officials | Occupancy to be in accordance with relevant Government advice. Where this is limited to occupants of the same household, the requirement for facial covering is recommended. During an event only the crew members may sit in or move the vehicle. If mechanics have to enter the habitacle for any reason, they must wear appropriate PPE and the area to be sanitised prior to the crew re-entering the vehicle. Additional time must be allowed for this sanitisation Vehicles to be well ventilated with air/heating circulation functions set to admit fresh air, i.e. any recirculation settings switched off Every vehicle to carry hand sanitiser – minimum 60% alcohol content – for use by the occupants, noting the flammable nature of the sanitiser and that hands must be fully dried before coming into contact with sources of ignition, such as smoking. Alternatively, wipes with a minimum 60% alcohol content are acceptable in lieu of hand sanitiser Gloves: a) In the event of a fire, gloves such as vinyl/latex may melt into the skin causing additional injuries and complications. Such gloves do not replace the need to frequently clean/sanitise the hands, which remains the primary best practice for maintaining hygiene b) Fire retardant/driving gloves if worn do not replace the need to frequently clean/sanitise hands, which remains the primary best practice for maintaining hygiene Eye wear: Only tight-fitting eyewear such as goggles or a visor on a full face helmet afford any benefit and it remains a matter of personal choice |

| EVENT ELEMENT | GUIDANCE |
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| Vehicle Occupancy (continued) Basics applicable in all situations to all Competitors and Officials | Facial Covering: The mouth and nose must be covered by a tight-fitting covering, particularly with regard to the sides of the nose. If a balaclava doesn't provide this level of tight-fitting covering of the mouth and nose then an additional facial covering must be worn. Care must be taken when removing all facial coverings, in line with Government guidance Rotation of occupants to be avoided where possible, and not without sanitising contact areas of vehicle A record of personnel sharing vehicles to be kept |
| Spectators | In most circumstances, at this time spectators are not permitted. Venues should be secure and access restricted to those persons included within the self-declaration process Non-secure venues and the public highway: Spectators in these circumstances will not be easy to manage. Nevertheless, they must be provided for and managed in accordance with Government advice, this includes distancing and |
| Non-Participant Attendance | management of the hygiene of facilities COMPETITORS: Competitor remains responsible for all accompanying persons (Competitor +5) who must also fully comply with attendance requirements set out above |



Guidelines for Scotland

The following information provides guidance relating only to the restart of motorsport in Scotland and must not be relied upon for any other jurisdiction in the UK.

Specifically, the information is for clubs and their activities in Scotland and which fall under the Jurisdiction of the Scottish Government who are continuing to adopt a phased approach to the easing of restrictions with the assistance sportscotland. https://www.gov.scot/coronavirus-covid-19/

Motorsport UK continues to communicate a plan on how to best resume motorsport activities while operating under applicable restrictions in this jurisdiction.

Travel guidance issued by the Scottish Government should always be adhered to and is available through the following link: **Staying Safe and Protecting Others: Travel.** A local post code checker is also available at **COVID** restrictions by protection level in areas of Scotland.

Sports Scotland guidelines are available through the following link: Sports Scotland Guidelines

Scottish Government introduced a strategic framework document for managing COVID-19 which became effective from 2 November 2020 and updated July 2021. This provides a 5 Level approach (0-4) with each local authority area (or sub-area) placed in a relevant protection Level depending upon its COVID-19 status.

Guidelines are subject to the Scottish Government COVID-19 Routemap. Current information is available through the following link: **Scottish Government: Covid-19 Framework for decision making**.



Specific guidance for Clubs and Organisers

- It is the responsibility of each club or venue to undertake a documented COVID-19 -Security Risk Assessment. There is also Scottish COVID Officer elearning available here.
- 2. Competitions should only be undertaken where physical distancing and hygiene measures are in place and any travel restrictions can be respected.
- Prior to opening any indoor changing facility venues/organisers must refer to and follow specific guidance <u>Getting Your Facilities Fit for Sport</u>.
- **4.** Hospitality services and toilet facilities at clubs and venues may reopen subject to Scottish Government quidance.
- **5.** Organised and sanctioned Governing Body outdoor competitions <u>must take place behind</u> closed doors:
 - a. with only competitors and essential competition staff in attendance
 - b. no spectators
- 6. A register of <u>all</u> attendees including their full names and contact details will be maintained in accordance with this guidance document.
- 7. For adults a maximum of 500 people can combine to essentially create a 'competition bubble' as long as physical distancing measures are maintained. A record of those within the bubble must be maintained and available upon request.
- **8.** Competition organisers should ensure no two 'bubbles' come into contact with each other at any time throughout the day. This may be achieved with staggered starts etc.

- PPE requirements including cleaning measures are subject to Health Protection Scotland guidance and must be adhered to.
- 10. Spectators are permitted where a parent, guardian or carer is supervising a child or vulnerable adult and where a entrances and exits are controlled for the purpose of crowd and capacity management in ine with Scottish Government COVID-19 Event Sector Guidance and Calculating Physical Distancing Capacity in public settings. Where it is not possible to always prevent spectating mitigation measures must be considered as part of the risk assessment for non-permanent venues with an emphasis on discouraging, where possible, informal spectating and must be clearly communicated with a reminder for the public to follow Scottish Government guidance.
- 11. Travel to and from competition must not mix households i.e. no car sharing. Dual occupancy (no more than 2 occupants from mixed households) for on-event participation is only permitted when in compliance with Vehicle Occupancy within the Motorsport UK Event Resumption requirements. There must be no rotation of occupants and both occupants must either wear a face mask or competition helmet and/or a balaclava. In addition the occupants must also provide evidence of a negative lateral flow (antigen) test on the day of the start of an event or a negative PCR test within 72 hours of the start of the event. Scottish Government and Motorsport UK travel guidance must be adhered to.
- 12. Where any Event may exceed 1000 attendees in any one day (including officials and venue operators) specific agreement with Motorsport UK and in consultation with relevant local authorities, environmental health, the police or other body responsible for the safety of the public. Specific agreement must be reached with all parties before the Event takes place.



Guidelines for Northern Ireland

The following information provides guidance relating only to the restart of motorsport in Northern Ireland from Friday 23 April 2021 (updated with effect from 21 June 2021) and must not be relied upon for any other jurisdiction in the UK.

Specifically, the information is for clubs and their activities in Northern Ireland and which fall under the jurisdiction of the Northern Ireland Government who are continuing to adopt a phased approach to the easing of restrictions through the Department for Communities with assistance of Sport NI and the Northern Ireland Sports Forum.

Motorsport UK continues to communicate a plan on how to best resume motorsport activities while operating under applicable restrictions in this jurisdiction and the most recent advice issued on 13 May 2021 is available to view through the following link: http://www.sportni.net/return-to-sport/

Travel guidance issued by the Northern Ireland Government should always be adhered to and is available through the following link: https://www.nidirect.gov.uk/articles/safer-travel-guidance-public-transport-users-walkers-cyclists-drivers

Guidelines are subject to the Northern Ireland Government COVID-19 Routemap. Current information is available through the following link: https://www.nidirect.gov.uk/articles/coronavirus-covid-19-recovery-plan

Further information available here: <a href="https://www.nidirect.gov.uk/articles/coronavirus-covid-19-regulations-guidance-what-restrictions-mean-you" https://www.nidirect.gov.uk/articles/coronavirus-covid-19-regulations-guidance-what-restrictions-mean-you"



Specific guidance for Clubs and Organisers

- It is the responsibility of each club or venue to undertake a documented COVID-19 Security Risk Assessment. Guidance for the COVID Officer is available here.
- **2.** A template for the COVID Risk Assessment is available here.
- 3. Competitions should only be undertaken at your own club or venue where physical distancing and hygiene measures are in place with a limited number of Spectators permitted and controls in place to protect maximum numbers allowed along with measures to reduce the potential spread of the virus.
- **4.** Indoor changing facilities can be used however this use must be minimised as far as possible.
- Hospitality services and toilet facilities at clubs and venues may only reopen subject to Northern Ireland Government guidance.
- 6. Organised outdoor competitions are permitted subject to an appropriate risk assessment with numbers (including competitors, officials, management and essential support personnel) not exceeding 500 and up to 500 spectators permitted however subject to social distancing policies. Measures in line with Motorsport UK protocols must be in place to limit the risk of virus transmission.

- 7. A register of <u>all</u> attendees will be maintained in accordance with this guidance document.
- **8.** PPE requirements including cleaning measures are subject to guidance from Public Health Advice Northern Ireland and must be adhered to.
- Limits on the number of participants accessing facilities should be risk assessed to ensure physical distancing can be maintained. The use of Lateral Flow Tests should be considered for larger planned events.
- 10. Children aged under 13 years of age are not required to wear a face covering as set out in Northern Ireland Guidance and Public Health Advice.
- **11.** Travel to and from competition must not mix households i.e. no car sharing.



We are the national membership organisation and governing body for four-wheel motorsport in the UK, representing competitors, volunteers, clubs and fans.

Motorsport UK is a not-for-profit organisation (limited by guarantee) that exists to service and grow the sport. We are a member of the world governing body, the Fédération Internationale de l'Automobile (FIA).







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