Getting Back on Track:

CLUB SPORT

With Appendix for Guidance for CLUB SPORT Event Organisers

MotorsportUK.org/COVID-19

06 November 2020
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.

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 point-to-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

- **10,800**
  - Marshals

- **4,100**
  - Officials

- **720**
  - Clubs

- **millions**
  - Of spectators and fans

- **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

8. SAFETY, 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

**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

**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
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.

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.
Guidance for Club Sport Event Organisers

July 2020
The following guidance pertains to Club Sport Event Organisers.

Against the backdrop of the current Government guidance it is anticipated that, for the events to be able to be run safely, there will be significant changes required across all facets of the 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 the regional Government advice as it applies to the location of your event, and the practicalities of managing your compliance with the advice from that Government.

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

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<th>EVENT ELEMENT</th>
<th>GUIDANCE</th>
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| Documentation/Signing-on | • Variations to standard documentation may be needed  
• Recommended use of online event administration systems. There can be no applications for Competition Licenses 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 of reduced staffing numbers. Marshal/officials Non-attendance without prior notification may impact on the viability of the event  
• Pre-event scrutineering by electronic (remote) declaration. Remote Video Inspections of vehicles and equipment may be used  
• Licenses / Club membership cards not physically checked at event, remote verification possible. Ad-hoc verification of licenses by Motorsport UK  
• Upgrade Cards to not be signed for upgrade purposes. Use results sheets |
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<th>Post-Competition or Focused Scrutineering</th>
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<tr>
<td>• Spacious, non-enclosed environment. May require supplementing existing areas with additional spaces</td>
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<tr>
<td>• External checks with driver in vehicle. Internal checks with driver out – and sufficiently clear – of vehicle</td>
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<td>• Contact with vehicle internals avoided and PPE as required to comply with government advice</td>
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<td>• Checks selected and carried out to minimise contact with vehicle. Visual checks strongly recommended</td>
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<td>• Suspension of Motorsport UK scrutineering stickers for new Helmets/FHRs, with declarations required for equipment not previously scrutineered</td>
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<td>• Remote video inspections of vehicles and equipment may be used. Organisers to facilitate for receiving videos where possible</td>
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<td>• All paperwork is to be transferred digitally</td>
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<td>EVENT ELEMENT</td>
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| Marshals      | • PPE requirements in accordance with **relevant** government advice  
|               | • 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 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  
|              | • Allocating to a post to be done remotely preferably 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 **national** government advice. Organisers 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  
| VEHICLE OCCUPANCY: | • Occupancy to be in accordance with section titled Vehicle Occupancy for officials and competitors  
| Paddock/Service Area | • Ensure social distancing can be maintained between competitors in paddock  
|               | • Limit personnel numbers to ensure social distancing can be respected  
|               | • Maintain social distancing when travelling from paddock to assembly area, and back to paddock  
|               | • Competitors to remain in or next to vehicle in assembly  
|               | • Vehicles to be further spread out in assembly areas  
|               | • Where walkways have a width below the minimum social distance, make one way  
|               | • All users of shared facilities such as portaloos, must take responsibility for sanitising after use.  
|               | • Note guidance under the Vehicle Occupancy section particularly with regard to mechanics.  

### Timing/Results/Queries
- PPE in line with national government advice
- Results/times issued electronically by text/email etc
- Queries submitted by messenger service/video call
- No time/score cards to be passed between competitor and officials. E.g. submission by photograph
- Results to be calculated solely from Timekeeper/Marshals Check Sheets

### Incidents/Medical Interventions
- Organisers/CMO should liaise with the local emergency services and hospitals to ensure that there are no local restrictions following local outbreaks of COVID-19, 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 and 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 communications 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

**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:**
- Unlikely to be openly accessible. These should be photo/media events only respecting social distancing
- Held in open air

**CLUB SOCIAL ACTIVITIES:**
- Must comply with current government advice
| Protests/ Judicial | • Organisers will be provided by Regulatory Counsel with digital forms (via [www.motorsportuk.org](http://www.motorsportuk.org)) for:
  • Protest
  • Judicial Action including technical
  • Appeals
  • Additionally provided will be process guidance, including socially distanced proceedings, if digital process is not possible
  • All Stewards Reports will be electronic only and within 60 hours of the end of the Event as well as the electronic remission of any fees or fines recovered at the Event alternatively generate invoice to Licence Holder for settlement to Motorsport UK direct within seven days |
| Competitor/ Team/ Marshals Briefings | • Recommended use of online event administration systems
• Written (and video) briefings sent electronically
  
  NEW COMPETITORS
  • Clerk of the Course to speak remotely to new competitors 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 |
| Equipment Provision | • All equipment to be sanitised at pick up as required by person picking it up
• All equipment to be sanitised by marshal/ official prior to drop-off as required
• Equipment to be pre allocated to personnel to limit person to person contact
• Remote (un-manned room) pick-up/ drop-off of equipment (sanitisation provision provided at location)
• Marshals/ officials should bring their own tools, hammers, staple guns, clipboards etc
• Set up/Break down crews to regularly sanitise hands and wear PPE as appropriate |
| Event Control/ Administration | • PPE in line with government advice and area sanitisation regularly required
• Personnel limited for social distancing
• No physical exchange of paperwork. Reports etc by digital means only
• Competitor or official attendance to be restricted according to the needs of the facilities
• Hand sanitiser on entry/exit
• Well ventilated |
| Competitors | ALL COMPETITORS:
• Any driver involved in an incident must indicate that they are OK by signalling with a “thumbs up” at the front windscreen at the earliest opportunity to the approaching marshal
• If competitors can safely exit the vehicle, they should do so, then stand in a suitable location and respect social distancing
• Social distancing to be respected whilst walking sections/ tests
• Double drives/ sharing of vehicles where Sporting Regulations permit, subject to adherence to PPE and sanitisation of the habitacle |
| **Protests/ Judicial** | Organisers will be provided by Regulatory Counsel with digital forms (via www.motorsportuk.org) for:  
• Protest  
• Judicial Action including technical  
• Appeals  
• Additionally provided will be process guidance, including socially distanced proceedings, if digital process is not possible  
• All Stewards Reports will be electronic only and within 60 hours of the end of the Event as well as the electronic remission of any fees or fines recovered at the Event alternatively generate invoice to Licence Holder for settlement to Motorsport UK direct within seven days |
| **Vehicle Occupancy Basics applicable in All Situations to all Competitors and Officials** | Occupancy to be in accordance with government advice. Where this is limited to occupants of the same household the requirement for facial covering is recommended.  
• No rotation of occupants without sanitising of vehicle  
• A record of personnel sharing vehicles to be kept.  
• Every vehicle to carry hand sanitiser, 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. Or wipes with a minimum 60% alcohol content are acceptable in lieu of sanitiser.  
• Gloves. a) In the event of a fire, gloves such as Vinyl/latex will 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 for a full face helmet afford any benefit and remains a matter of personal choice.  
• 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 advice.  
• During an event only the crew members may sit in or move the car. If mechanics have to enter the habitacle for any reason they must wear appropriate PPE and the area sanitised prior to the crew re-entering the car. Additional time must be allowed for this sanitisation. |
| **Spectators** | In most circumstances government advice precludes sporting events permitting spectators at this time. Venues should be secure and access restricted to those persons included within the Self-Declaration process.  
• If spectators are permitted, they must be provided for and managed in accordance with government advice, this includes distancing and management of the hygiene of facilities. This currently requires spectators to be separated from the “sporting bubble”  
• 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 management of the hygiene of facilities. |
Appendix A: Competition Guidance for Scotland

5 November 2020
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 of sportscotland.

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. Please refer to the map annexed (©The Scotsman) current at date of this publication. A local post code checker is also available at COVID restrictions by protection level in areas of Scotland.

In addition, reference must be made to the Motorsport UK Scottish Travel Guidance document as published from time to time here: Scottish Motorsport Travel Guidance

Scottish Government has introduced a new strategic framework document for managing COVID-19 which will become effective from 2 November 2020. This provides a 5-Level approach to restrictions with each local authority area (or sub-area) placed in a relevant protection level depending upon its COVID-19 status which will be reviewed weekly: - https://www.gov.scot/publications/covid-19-scotlands-strategic-framework/

Sports Scotland guidelines are available through the following link: Sports Scotland Guidelines
Specific guidance for Clubs and Organisers

1. It is the responsibility of each club or venue to undertake a documented COVID-19 -Security Risk Assessment. There is also Scottish COVID Officer e-learning available here.

2. Competitions should only be undertaken at your own club or venue where physical distancing and hygiene measures are in place and any travel restrictions can be respected.

3. All indoor changing facilities must remain closed at this time.

4. Hospitality services and toilet facilities at clubs and venues may reopen subject to Scottish Government guidance.

5. Organised and sanctioned Governing Body outdoor competitions must take place behind closed doors:
   a. with only competitors and essential competition staff in attendance
   b. no spectators

6. A register of all attendees including their full names and contact details will be maintained in accordance with this guidance document.

7. For adults a maximum of 30 people can combine to essentially create a ‘competition bubble’ as long as physical distancing measures are maintained.

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.

9. PPE requirements including cleaning measures are subject to Health Protection Scotland guidance and must be adhered to.

10. No spectating should take place other than where a parent, guardian or carer is supervising a child or vulnerable adult.

11. Limits on the number of participants accessing facilities should be risk assessed to ensure physical distancing can be maintained. When together in a ‘competition bubble’ outdoors ensure that there is a gathering of no more than 30 people in total in any one bubble.

   Children aged 11 years and younger are not required to distance, as set out in Scottish Government guidance.

12. Travel to and from competition must not mix households i.e. no car sharing. This also means no multiple occupancy of vehicles from mixed households during competition is permitted. Scottish Government and Motorsport UK travel guidance must be adhered to. Any participant other than a minor (under the age of 18) from a Level 3 or above zone must not travel more than 5 miles from the boundary of that zone in order to participate in an Event.

13. Where any Event may exceed 200 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.
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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