



EXPRESSION OF INTEREST - EVENT HOST

Elite Road National Championships

Introduction:

Cycling New Zealand (CNZ) invites applications for a Host/s for the **Elite Road National Championships (Road Race and Individual Time Trial)**.

Event Overview:

The event has established itself as the premier event on the New Zealand road cycling calendar for both riders and fans. Holding this event presents an opportunity to showcase the host community, elite cycling and commercial partners through the delivery of a world class cycling event that ensures challenging yet safe courses, engaging spectator opportunities and festive activities. The event is the pinnacle event on the Road and Track Calendar for New Zealand's elite road riders with coveted National Champion Titles and Jerseys. Held annually in early January/February, the event currently attracts around 200 Elite, U23 and U19 riders and provides a significant opportunity to work with the local community and attract cycling and sports fans from across the country.

The event includes one day of individual time trial racing and two days of road races.

Event Structure:

CNZ is the Event Organiser and will provide key staff to enable effective event planning and delivery. The Event Host is responsible for providing key persons to prepare and deliver safe and appropriate courses, and to support the overall planning and the volunteer and marshal requirements; to ensure the event is safely and effectively delivered to the required standard.

Relationships

- Support CNZ and event specific objectives.
- Work closely with CNZ to develop a strong and mutually respectful relationship.
- Ensure professional, prompt, respectful and open lines of communications are created and maintained.
- Work closely with CNZ to create, identify and support the delivery of benefits for key stakeholders.
- Work closely with CNZ to ensure information is provided in a timely manner to be disseminated.
- Ensure CNZ's brand and brands of key supporters are appropriately represented.

CNZ's Responsibilities:

- To undertake the overall responsibility to deliver the event.
- To process all income and expenditure, including sponsorship, associated with the event.
- To recognise and support the Host Club as a key contributor to the success of the event.
- To recognise and support where appropriate the organisations and suppliers that support the Host Club in their normal activity.
- To support the Host Club in delivering their own best practice events by providing templates and other resources for their continued use.
- To recognise the Host Clubs objectives and endeavour to build on club capability.
- To maintain a mutually respectful relationship with all key stakeholders including the Host Club and local authorities.
- To lead and maintain event information through website (www.eliteroadnationals.nz), newsletters and social media.
- To use its best endeavours to deliver a fair and safe event and will ensure the delivery of the event meets all legislative requirements including the HSWA2015.
- To promote and recognise the Host Club on the website, newsletters and on social media.
- To, in the first instance, consider any Host Clubs assets and services available through the planning process and if terms and conditions are agreeable negotiate with the Host Club on the fee.

The Hosts Responsibilities:

- To recognise CNZ as the Event Owner and Organiser.
- To share the event delivery tasks with CNZ as agreed.
- To maintain a mutually respectful relationship with all key stakeholders including CNZ, Road Track and Cyclocross (RTX), RTX Technical Panel and Chief Commissaire.
- To ensure the Host club is affiliated to CNZ in the affiliation year.
- To undertake the key services as outlined in Appendix 1 of the contract – to be shared at a later stage.
- To supply CNZ the required resources (as detailed in Appendices 1 and 2 of the contract) to deliver a safe, professional and compliant event.
- To undertake tasks as and when reasonably requested by CNZ to support the event organisation at a local level.
- To support CNZ to maintain the highest standards and industry recognised best practice for general event organisation and adhere to any guidelines issued by CNZ.
- To ensure any tasks undertaken for or on behalf of CNZ is compliant and meets the requirements of CNZ, its health and safety planning and any other applicable laws and regulations.

Event Objectives:

- To deliver a safe and fair event
- To support and deliver best practice event delivery standards
- To ensure courses are of an International standard
- To establish strong working relationships between CNZ and host
- To provide legacy benefits to the Event Delivery Partner
- To recognise performance and encourage participation
- To increase rider satisfaction
- To deliver outcomes for all stakeholders

For further information please contact: events@cnz.kiwi