

EVENT MANUAL



AGE GROUP ROAD NATIONAL CHAMPIONSHIPS

22 - 24 APRIL 2022 - HOKITIKA

1. WELCOME

On behalf of the Cycling New Zealand Road and Track Council, I offer you all a warm welcome to Hokitika for the 2022 Age Group Road National Championships.

We are pleased to see this event going ahead in such uncertain times, and with such strong support from around the country.

We extend our thanks to the local volunteers from Hokitika Cycling Club and to our Commissaires who are all volunteering their time to ensure the event happens. Volunteers are truly the backbone of cycling in this country and we are grateful for the support of the people here this week but also to the hundreds of volunteers who work tirelessly behind the scenes at club events around the country.

We wish all the riders the best of luck and a safe and successful competition.

Erin Criglington
President, Cycling New Zealand Road and Track

On behalf of Cycling New Zealand we welcome you all to the 2022 Age Group Road National Championships in Hokitika.

This event is a highlight on the road cycling calendar and it's great to see so many of our members representing their clubs with pride. With over 60 national titles up for grabs across youth, masters and para-cycling grades, there's sure to be some tough competition and exciting racing on display.

With commitments such as education, work and family, it is heartening to see not only the riders participating in this event, but the number of active members and supporters of local cycling clubs, helping to grow the sport of cycling in New Zealand. We acknowledge the part that coaches, managers and other support staff play in assisting the riders this week and thank them for their time and commitment to the sport.

Special thanks to Hokitika Cycling Club and the volunteers from around the region for the commitment and passion they have shown for the event, and to the Cycling New Zealand Commissaires who play a fundamental role in ensuring racing is safe and fair. To all the riders – we wish you all the best for the upcoming days.

Monica Robbers
Interim CEO, Cycling New Zealand

2. KEY CONTACTS

Event Director	Janette Douglas	027 644 8921
Event Manager	Charlotte Pearson	021 292 0563
PCP (Chief Commissaire)	Brendan Patterson	021 335 029
Technical Delegate	Erin Criglington	
Commissaire's Secretary	Shannon Rafferty	
Assistant Commissaires	Pam Coe	Mark Ireland
	Lyle Hastings	Mike Sim
	Neil Jamieson	Nick Spark
	Tony Hartley	Wayne Silby
	Fiona Bennetts	Andy Beale
	Stephen Threadgall	

3. COVID-19 RESPONSE

Click [here](#) for the event's Covid Response Plan.

The intent of this plan is to summarise Cycling New Zealand's response to the delivery of the **2022 Age Group Road National Championships** under the Covid Protection Framework and the steps that the event will undertake in considering all its stakeholders, the wellbeing of all those attending and to uphold the intent and guidelines directed by the NZ Government.

KEY EVENT COVID INFORMATION

- Masks are encouraged for all when indoors; this includes at the Team Managers meeting, race pack pick up, in vehicles, presentations and in the race office.
- Stay at home if you are sick (If you have cold or flu symptoms call your doctor or Health line and make sure you get tested.)
- Stay at home if you are awaiting the results from being tested for COVID-19
- Stay at home if you have tested for COVID-19 and are still in your isolation period
- Stay at home if you have been a close contact with any known/suspected cases and are still within your isolation period.
- If you are told by health authorities to self-isolate you must do so immediately.
- Have a plan if you are required to isolate away from home.

BASIC HYGIENE AND HEALTH INFORMATION

- You are encouraged to maintain physical distancing from people you do not know.
- Wash your hands.
- Get your booster vaccine as soon as possible.
- Sneeze and cough into your elbow, and regularly disinfect shared surfaces.
- If you're concerned about your wellbeing or have underlying health conditions, work with your GP to understand how best to stay healthy.
- If you have had Covid-19, ensure you safely return to exercise and competition. Click [here](#) for more

4. RACE PACK PICK UP

Race pack collection will be prior to the Team Manager's meeting from 5.00pm Thursday 21st April at Westland High School Hall, Hokitika.

Race packs will be distributed to one club representative (the Team Manager or alternative representative) not to individual riders. Riders should contact their Team Manager to arrange collection.

5. TEAM MANAGER'S MEETING

All clubs/teams are required to nominate a Team Manager (can be a rider or non-rider). You can find out who your team manager is [here](#) or nominate a team manager by emailing events@cyclingnewzealand.nz.

A Team Managers Meeting will take place at 5.30pm Thursday 21st April at the Westland High School Hall.

Important information such as confirmation of starters, distribution of race numbers and transponders and any updated programme information will be provided at this meeting. Attendance by each Team Manager is compulsory and representatives will be required to sign in.

The role of the Team Manager includes (but not limited to):

- Officially representing the Club at the event
- Connecting with all riding club members
- Ensuring that all riding club members have a current licence
- Managing the relationship with Event Officials on behalf of club members
- Attending the Team Managers meeting
- Collecting and distributing Race Numbers to club members
- Circulating Event Information to club members
- Ensuring place getters attend the Medal Ceremony
- Ensuring riding members have the required information to help them have a safe and fair race.

6. LICENSING

Every person involved (riders and team managers) with the event needs to hold a **2022** Cycling New Zealand Licence.

Riders are to ensure they have a valid 2022 Cycling New Zealand Licence and have it readily available, at all times during the Championships, (an electronic licence is acceptable). If the licence is still being processed, a receipt of payment from Cycling New Zealand and a form of photographic identification (e.g. drivers licence, passport) should be brought to the event.

All Australian riders must have a current 2022 Cycling Australia domestic licence and appropriate travel insurance to cover riding and racing while in New Zealand. Riders must be prepared to provide proof of insurance if required.

Team Managers will NOT be required to collect and present licences at the Managers meeting.

7. RULES AND REGULATIONS

Racing will be conducted under [UCI regulations](#) and [Cycling New Zealand Road & Track](#) Technical Regulations. The Cycling New Zealand Road & Track scale of penalties will apply. Clubs will be invoiced post event for any sanctions incurred.

As all events take place on open roads, it is a condition of racing that New Zealand Traffic Regulations are adhered to. It is also mandatory that helmets are worn at any time a rider is on their bike. Riders must keep left and, must not cross the road centre line, or centre of the road (if unmarked) at any time.

8. RIDER APPAREL

Riders must wear their approved Club jerseys and shorts. Shorts may only display sponsors that are detailed on the rider's Cycling New Zealand Membership. Plain black shorts are permitted.

Members of a UCI international trade team or registered NZ domestic trade team are permitted to wear their team shorts but must wear club jerseys.

A start may be refused for any incorrectly attired rider. If you have any queries over this matter, please contact events@cyclingsnewzealand.nz prior to the event.

9. EQUIPMENT/ GEARING

Bicycles must conform to current [UCI regulations](#). Refer Part 1 General Organisation, Chapter III.

Helmets must be compliant with appropriate NZ Transport Agency Standards for use on open roads, including those used in the Individual Time Trial and must be worn at all times when riding your bike.

The following gear restrictions for Junior riders apply in both the Time Trial and the Road Race:

- A maximum gearing of 6.61 metres rollout applies to all U15 Riders.
- A maximum gearing of 7.00 metres rollout applies to all U17 Riders.
- A maximum gearing of 7.93 metres rollout applies to U19 Riders.

Lights: All hand cycles and trikes are required to have front and rear lights. We encourage all other riders to bring front and rear lights in case of poor visibility.

10. HEALTH AND SAFETY

The safety of the riders, officials, volunteer and spectators are included in the event planning. This includes (but not limited to) road restrictions, traffic management and event advisories to the local businesses and residents. Refer also to CNZ Road & Track Technical Regulations 6.1, 6.2, 6.3 & 72.7

The event takes place a mix of urban residential and rural roads. It is your responsibility to manage your own safety during the event, to be aware of other road users at all times and to make responsible decisions. There is traffic management in place however, **the roads are OPEN** and there will be public and official traffic on the circuit during your race. Riders must keep left of centreline at all times during the event, and where there is no centreline riders must stay to the left half of the road.

We do also ask that whether you are racing, warming up, training or just riding back to accommodation, that you show other road users and residents courtesy, adhere to all road rules and respect the environment.

If you have any questions or concerns regarding Health and Safety please report to the Event Director or Race Manager.

11. DRUG FREE SPORT NEW ZEALAND

Drug Free Sport New Zealand may be in attendance at this event. Riders must ensure they have a photo ID available at all times if requested. Therapeutic Use Exemptions (TUE's) must be available ready to be presented to the Doping Control Office.

12. RACE OFFICE

The Race Office for all three days will be in the Wests Rugby Clubrooms, 50 Brittan St.

13. EVENT VILLAGE

The Event Village for all three days will be at Cass Square. There is plenty of space for clubs to set up tents, you will be required to bring your own pegs/weights/ropes to secure your tent. Tents must not be put on the playing fields. Overnight security will be in place for Friday and Saturday nights only however we request that you lower your tent to reduce the risk of your tent blowing away or getting damaged if it is windy. Coffee, some food and toilets will also be available in the event village. Hokitika town is only a short walk or ride from the event village, we encourage you to support the local cafes and restaurants.

14. PARKING

Parking for all three days on surrounding streets around Cass Square. Please do not park on the course or on Brittan St.

15. SPECTATOR INFORMATION

Parts of the race circuits are on narrow and some busy roads, so it is essential that spectator vehicle traffic is kept to an absolute minimum.

Time Trial: Please do not drive out on the Time Trial Course as this is a very narrow course and riders will be racing in both directions. The safest place to watch is from the Weld St.

Road Race: The best and safest place to watch the road race along Weld Street as riders will come past here on each lap.

16. WITHDRAWING FROM THE RACE

Any rider withdrawing from a race must remove their race numbers and advise the Event Manager, Race Manager or a Commissaire. All riders must remember to return their timing transponder to either the Timing Team at the finish line or the Race Office.

17. REPRESENTATIONS TO PCP

Any representations regarding race incidents are to be made to the President of the Commissaires' Panel (PCP) within 30 minutes of completion of the event. Only a Team Manager is permitted to make a representation, on behalf of the rider and must do so in a courteous and professional matter. Any decision of the Commissaires' Panel is final, there are no appeals.

18. MEDICAL

Promed will be present on the course and at the start/finish line. Please notify an event official in the case of medical attention being required. In the event of an emergency please call 111.

The nearest medical centre is
 Westland Medical Centre
 54a Sewell St
 Hokitika
 (03 755 8180)
 Open 8am – 4.45pm weekdays and 10am – 5pm weekends

The nearest hospital is:
 Te Nikau, Grey Hospital & Health Centre
 71 Water Walk Road
 Greymouth
 (03) 769 7400

19. SOCIAL MEDIA

We encourage you to get involved in the event through social media. The key links are provided below:

Event Facebook	https://www.facebook.com/CyclingNZL
Instagram	https://www.instagram.com/cyclingnewzealand
Twitter	https://twitter.com/CyclingNZL
Website	www.roadnationals.nz
Event Hashtag	#agegrouproads
	#roadnats

20. MEDAL CEREMONY PROTOCOL

The venue for medal presentations will be confirmed at the Team Managers meeting.

Team Managers are responsible for ensuring their riders are at the presentation area at least 10 minutes prior to the presentation taking place. Medal winners must make themselves known to medal ceremony officials upon arrival. Medal winners are required to wear racing kit and covered shoes on the podium. No caps or sunglasses are permitted.

1. Riders will be call up onto the stage by the MC
2. Riders will stand in front of the podium (not on podium).
3. Each rider will be acknowledged by name and representing club.
4. Riders receive their medal
5. Rider step onto podium.
6. Once the 1st place has been presented a photo will be taken.
7. Riders leave the podium and return to the waiting area lead by officials.
8. Riders are required to leave their medal on until they return to the waiting area.
9. All trophies presented are to be returned to Event Organisers before the end of the event.

MEDAL CEREMONY TIMES	
Day/Time	Races
Friday	
11.30am	15km all grades
1.45pm	25km all grades
Saturday	
12pm	C1-5, B/VI, U15 boys & girls, U17 boys, Masters Men 5 & 6
3pm	U17 Girls, Masters Women 3 – 9, Masters Men 10
4pm	Masters Men 3 - 9
Sunday	
10am	T1-2, H1-5
1.30pm	Senior, U19, Masters 1-2 Women, Masters Men 1-2
3.45pm	Senior, U19 Men

Para cycling medals will be determined by the application of standard performance factors, listed in the UCI regulations, to ensure equity between the combined sport classes.

Where categories are combined due to entry numbers, medals will still be awarded for each category within the combined race. Any change to medal numbers or change to the basis for awarding medals in a given race category will be determined by the Commissaires' Panel and advised by way of Communique prior to race start.

21. PARA CYCLING

Para cycling is cycling for people with impairments resulting from a health condition (disability). Para athletes with physical impairments either compete on handcycles, tricycles or bicycles, while Para athletes with a visual impairment compete on tandems with a sighted 'pilot'. Para cycling is divided into track and road events, with seven events in total.

Classification explained

In Para sport classification provides the structure for fair and equitable competition to ensure that winning is determined by skill, fitness, power, endurance, tactical ability and mental focus, the same factors that account for success in sport for able bodied athletes, and not just based on impairment.

The Para sport classification assessment process identifies the eligibility of each Para athlete's impairment and groups them into a sport class according to the degree of activity limitation resulting from their impairment.

Classification is sport specific as an eligible impairment affects a Para athlete's ability to perform in different sports to a different extent. Each Para sport has a different classification system.

Mixed Classification Format

Para cycling races at the 2022 Vantage Age Group Road National Championships will be run in mixed classification format. Para cyclists with different classifications will compete in the same race with the winner of each race calculated by applying a factor.

Standard Classification in detail

Sport Classes

The sport class names in Para cycling consist of a prefix "H", "T", "C", or "BVI" and a number. The prefixes stand for the type of bike and the number indicates the sport class the athlete competes in.

Handcycle Sport Classes H1 - 5:

There are five different sport classes for handcycle racing. The lower numbers indicate a more severe activity limitation:

- Para cyclists competing in the H1 classes have a complete loss of trunk and leg function and have limited arm function.
- Para cyclists in the sport classes H1 - 4 compete in a reclined position.
- Para cyclists in the H5 sport class sit on their knees because they are able to use their arms and trunk to accelerate the handcycle.

Tricycle T1 - 2:

Para cyclists who ride a tricycle are unable to ride a bicycle safely due to impairment affecting their balance and coordination. They are divided into two classes. The sport class T1 is allocated to Para cyclists with more significant loss of coordination or muscle power than those competing in T2.

Bicycle C1 - 5:

Para cyclists who are able to use a standard bicycle compete in one of five sport classes, C1 - 5. Para cyclists in these sport classes might have amputations, impaired muscle power or range of motion and also impairments affecting co-ordination.

Sport class C1 is allocated to Para cyclists with the most severe activity limitation, while the sport class C5 is allocated to Para cyclists who meet the minimum disability criteria.

Tandem BVI (Blind / Visually Impaired)

Para Cyclists with visual impairment race on a tandem bicycle with a sighted cyclist (pilot) at the front. Para cyclists with visual impairment either have a low visual acuity (less than 6/60) and/or a visual field less than 20 degree.

The New Zealand Para Cycling Programme is run by Paralympics New Zealand. For further information visit www.paralympics.org.nz

22. TIME TRIAL INFORMATION

Friday 22nd April

Age Category	Distance	Start Time
U15 Boys & Girls	15.3km	<p>The first rider will start at 9.30am and riders will start at regular intervals in their age groups.</p> <p>Entry Lists are available on the event website, as Communique 1.</p> <p>Start Lists will be posted on Thursday evening after the Team Manager's meeting.</p>
Masters Women (4 – 9)	15.3km	
Masters Men (6 - 10)	15.3km	
U17 Boys & Girls	15.3km	
U19 Women	15.3km	
T1 – T2 Para Cycling Men & Women	15.3km	
H1 – H5 Para Cycling Men & Women	15.3km	
C1 – C3 Para Cycling Women	15.3km	
C4 – C5 Para Cycling Women	25.2km	
C1 – C5 Para Cycling Men	25.2km	
B/VI Para Cycling Men & Women	25.2km	
Masters Women (1 – 3)	25.2km	
Masters Men (1 – 5)	25.2km	
Senior/U23 Women	25.2km	
Senior/U23 Men	25.2km	
U19 Men	25.2km	

Timing Transponders

Timing Transponders will be issued and must be attached to your fork using a cable tie (provided). If you are competing in both the TT and RR, you will have one transponder for both events. Please return your timing transponder to the Race Office as soon as possible after your final race. Riders will be charged \$150+gst for any timing transponder not returned.

Race Numbers

One required, centrally placed on the lower back. NO frame number required.



Warm Up

Only riders who are in competition are to be on the time trial course. Warm ups are not permitted on the course.

Sign on

Sign on is NOT required for the Time Trial.

Technical Check

Riders are required to present to technical check with their bicycle approximately 10 minutes prior to their start time for their final technical check and for junior grades rollout measurement, otherwise a start will be refused. Once the final technical check is completed, the rider is deemed to be 'on the circuit' and is released to ride to the start line. Once they reach the start line, please follow instructions of the commissaires.

Start

Riders will be held on the start line but not restrained. Accordingly, riders who break the start may incur a time penalty. A rider having missed their start time may, at the discretion of the Starter, be allowed a start which will be from a stationary, held position. The race time will be taken from the rider's original allocated start time.

Start/Finish Line

The Start/Finish line for the Time Trial will be on Weld Street.

On the course

Roads are open. The "field of play" for the Time Trial is the left half of the left lane. Riders must ride well left to allow traffic and faster riders to overtake. There is no rider support permitted and no vehicles following or out on the course, other than those of the Commissaires or race officials. Sanctions may be imposed if non-authorized rider or supporter's vehicles are seen following riders on the course

Course Maps

25.2km course [here](#)

15.3km course [here](#)

The turnaround point for both courses will be marked with single cone with a white cone cover.



23. ROAD RACE INFORMATION

Saturday 23rd April – Road Race			
Age Category	Distance	Laps	Provisional Start Time
C1 – 5 Men / Women	65km	2 laps	8.20am
B / VI Men / Women	65km	2 laps	8.25am
U15 Boys	32.5km	1 lap	8.35am
U15 Girls	32.5km	1 lap	8.45am
U17 Boys	65km	2 laps	9.05am
Masters Men 5	65km	2 laps	9.20am
Masters Men 6	65km	2 laps	9.35am
U17 Girls	65km	2 laps	11.45am
Masters Women (3-4 – one start)	65km	2 laps	11.55am
Masters Women (5-6 – one start, 7-9 one start)	65km	2 laps	12.05pm
Masters Men 10	32.5km	1 lap	12.10pm
Masters Men 3	97.5km	3 laps	12.30pm
Masters Men 4	97.5km	3 laps	12.40pm
Masters Men (7-9 – waved start)	65km	2 laps	12.45pm

Sunday 24th April - Road Race			
Age Category	Distance	Laps	Provisional Start Time
T1 – 2 Men / Women	21km	2 laps	8.00am
H1 – H2 Men / Women	31km	3 laps	8.05am
U23/Senior Women, Masters Women 1-2 (one start)	97.5km	3 laps	8.30am
U19 Women	97.5km	3 laps	8.40am
Masters Men 1	97.5km	3 laps	9.45am
Masters Men 2	97.5km	3 laps	10.00am
U23/Senior Men	130km	4 laps	11.35am
U19 Men	130km	4 laps	11.50am

Timing Transponders

Timing Transponders will be issued and must be attached to the front fork (on either side). If you are competing in both the Time Trial and the Road Race you will have ONE transponder for both days. Please return your timing transponder to the Race Office as soon as possible after your final race. Riders will be charged \$150+GST for any timing transponder not returned.

Race Numbers

Two numbers must be worn on the jersey, on the lower pocket area, with a hand width separation. Numbers are not to be altered or folded in any way.



Sign on

'Sign on' by each individual rider prior to each road race is required. Sign On will be under the CNZ Tent in Cass Square and will open 1 hour prior and will close 10 minutes prior to your category race start.

Technical Check

Pre event technical checks will take place for junior grades (U19, U17 & U15). The first five place getters also must present for roll-out immediately following the race. Other riders may be randomly selected. All race placings are provisional until the post-race check has been completed.

Start/Finish Line

The Start/Finish lines for the Road Race will be on Weld Street.

Neutralised start

There will be a neutralized start for the Road Race for up to 1300m (after the bridge), until Commissaires determine it is safe to start the race.

On the course

Roads are open. Only cyclists who are in competition are to be on the race circuit. Supporters and any unauthorized vehicles are not to follow riders or interfere with the official race convoy. Cycling spectators may only ride in the opposite direction to the race. Please do not park on the course.

Litter zone

No litter is to be dropped around the race circuit. Litter includes gel packs, bottles or fruit skins. However a Litter Drop Zone will be provided for riders at the end of Weld St, just after the Bealey St intersection. If you wish to drop litter it must be done in this zone. There are signs to indicate the start and finish of the zone.

Feeding

Feeding of riders is only available for the Senior Men and U19 Men road races on Sunday (130km). This will take place within the Litter Zone on Weld St after the Bealey St intersection and will be marked out by signs.

There will be no feeding of riders in any of the other races. These riders need to be self-sufficient with their own food and drink from the start of the race.



AGE GROUP ROAD
NATIONAL
CHAMPIONSHIPS



Neutral Support

We would appreciate your support in providing neutral spare wheels for each race. Spare Wheels may be left at the vehicle staging area on Brittan St and must be placed there no later than 30 minutes prior to your event start time. Please ensure your race number is placed firmly on your wheels and identifying if your cassette is 10 or 11 speed. Wheels can be picked up from the same location at the completion of your race. Officials will aim to get the correct wheel to a rider but no guarantee can be given. Priority for service will be to those riders in medal contention. In all cases, service will be on the left side of the road only and riders must be stationary.

Riders using Disc Brakes need to be aware that neutral wheel service will be very limited or not available at all, due to the specific design of each bike. We recommend that these riders carry their own tyre repair equipment

Course Maps

Road Race course

H1 - 5 & T1 - 5 Para cycling Road Race course -

See schedule above for number of laps.