



EXPRESSION OF INTEREST

Event Delivery Partner

2025 North Island School MTB Championships

2025 South Island School MTB Championships

2025 National School MTB Championships

INTRODUCTION

Cycling New Zealand invites applications for Event Delivery Partners for the **2025 Cycling New Zealand Schools National, North and South Island Mountain Bike Championships**.

Cycling New Zealand Schools are looking for Cycling New Zealand/Mountain Bike New Zealand (MTBNZ) affiliated Host Clubs or event organisers (with support from their local club) with great riding potential, appropriate courses across multiple disciplines, suitable event HQ facilities, convenient traveler access, and passionate volunteers to support the delivery of the event.

The successful organiser will be required to take on the overall responsibility (operational and financial) in the organisation of the Championships, with some administration and communications support provided by Cycling New Zealand.

We invite applications from North Island hosts and South Island hosts for respective events.

CYCLING NEW ZEALAND SCHOOLS

Cycling New Zealand Schools is a Member Organisation of Cycling New Zealand, and its elected Council represents the interests of Schools Cycling. Cycling New Zealand Schools oversees the delivery, administration and governance of the NZ Schools Cycling programme, including; the delivery of its endorsed events, the membership of the students and schools, and acts as the official organisation reporting to School Sport New Zealand (formerly NZSSSC) for cycling events.

In 2016, a Memorandum of Understanding (MOU) was signed, which now sees Cycling New Zealand overseeing the management and delivery of the NZ Schools Cycling programme.

Both Cycling New Zealand and Cycling New Zealand Schools, have a shared ambition of maximising the growth in participation of competitive cycling in schools (intermediate and secondary schools), and intend to use the knowledge, skills, expertise and resources collectively across our organisations to achieve this outcome. Through

this partnership, it will be possible to further connect the competition pathways, enhance best practice event delivery, and increase and build stronger relationships with schools and their riders.

The overarching ethos of schools cycling events is participation, achievability and entry point competition options, and having an environment that supports school comradery.

For more on Schools Cycling see [here](#).

EVENT OBJECTIVES

- To deliver a safe and fair event
- To encourage participation and school pride
- support and deliver best practice event delivery standards
- To ensure courses are of an appropriate standard
- To showcase competitive Mountain Biking

EVENT OVERVIEW

The Championship events are held annually, and are part of 13 sanctioned events across Road, Track, Cyclocross and MTB. The events are required to be in accordance with Cycling New Zealand School Rules, MTB Technical Regulations and the Cycling New Zealand Event Certification program. An Event Delivery Contract will be issued to the successful organizer, please enquire if you'd like to see a draft of this agreement.

See [here](#) for Cycling New Zealand Schools Rules

See [here](#) for MTB Technical Regulations

See [here](#) for Event Certification

The dates below have been endorsed by Cycling New Zealand Schools and School Sport New Zealand, and are the preferred dates for these events. If the Host is unable to work with these dates and has a different suggested date, please contact schools@cnz.kiwi before proceeding with the application.

Event	Date	Host Club	Venue
North Island School MTB Championships	Mid March 2025 (Summer Tournament Week)	TBA	TBA
South Island School MTB Championships	Mid March 2025 (Summer Tournament Week)	TBA	TBA
National School MTB Championships	Late September, early October 2025 (School Holidays)	TBA	TBA

The successful host will ideally need to deliver a minimum of 3 out of the 4 of the following disciplines; Cross Country, Downhill, Enduro, Cross Country Team Relay; to increase participation across the event and support school logistics. However, if a club is only able to deliver 2 out of the 4 (i.e 'XCO and XCR' or 'DHI and END') this will be considered.

In 2024, the North Island event attracted hundreds of entries for Cross Country, Cross Country Relay, Enduro and Downhill, and the South Island event had sell out entries of 375 riders for Cross Country, Enduro and Downhill. The event is open to all riders from affiliated schools from Year 7 – 13.

The following grades guidelines should be considered when designing and submitting courses:

- DH should be a Grade 4/5 level
- END should be a Grade 3/4 level

KEY RELATIONSHIPS FOR HOST

Cycling New Zealand (On behalf of Cycling New Zealand Schools)
PCP (Chief Commissaire)

FINANCIAL RESPONSIBILITY

The organiser will have all the financial responsibility and risk for the event. The event is required to collect and pass on to Cycling New Zealand Schools a \$6+gst rider levy per rider participating, which is collected at the time of entry (this can be added or included to the event entry fee). Cycling New Zealand Schools will provide Championship medals at no cost to the organiser. Cycling New Zealand Schools will provide the entry system at no cost to the organiser.

SPONSORSHIP

Cycling New Zealand Schools reserve the right to assign a naming sponsor to the event with no direct cash contribution to the organiser. This sponsorship enables Cycling New Zealand Schools to continue to support the Schools Cycling Programme and provide benefits to the organisers such as medals, entry platform and other marketing and administration support.

The event will agree to apply any reasonable requested benefits at the event (e.g. erection of provided signage etc).

The remaining sponsorship properties are assigned to the organiser (but must not be in conflict with naming sponsor) including the opportunity for a Presenting sponsor which will feature in the event logo and naming configuration.

APPLICATIONS:

Please send any applications via email: schools@cnz.kiwi to the Schools Cycling Events Team

Applications should include:

- Confirmation of event applying for
- Confirmation of disciplines to be delivered
- Proposed event location/venue
- Confirmation of date
- Confirmation of venue support (e.g. if the venue is owned by the council or privately those stakeholders are in support)
- Confirmation of Club support (e.g. Club President) (if applicable)
- Demonstrate relevant event delivery experience
- Proposed courses
- Demonstrated ability to attract required volunteers over the event duration including set-up and break-down
- Demonstrated ability to support the Event Objectives
- Identification of key reason for application and outcomes wanting to be achieved.
- Summary of the local support services available to support riders and spectators (accommodation, travel, food and entertainment etc)