



EXPRESSION OF INTEREST

Event Delivery Partner

2025 North Island School Cyclocross Championships

2025 South Island School Cyclocross Championships

INTRODUCTION

Cycling New Zealand invites applications for Event Delivery Partners for the **2025 Cycling New Zealand Schools North and South Island Cyclocross Championships**.

Cycling New Zealand Schools are looking for Cycling New Zealand affiliated Host Clubs or event organisers (with support from their local club) with great riding potential, appropriate courses, 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 Schools.

The event dates will be confirmed to the successful host upon confirmation by CNZS but the preferred date will be the weekend of **5-6 July 2025 or 12-13 July 2025**. These dates are within the school holidays, is within the current NZ domestic Cyclocross calendar. There is some flexibility with dates.

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, fair and fun event
- To encourage participation and school pride
- Support and deliver best practice event delivery standards
- To showcase the sport of Cyclocross

EVENT OVERVIEW

Due to the increasing popularity of Cyclocross; recognised by successful Schools Cycling events in 2021-2022, increased club activity, a sanctioned national championships and the acknowledged benefits that Cyclocross can provide across all cycling disciplines, Cycling New Zealand Schools (CNZS) invites applications from two Event Organisers to deliver a 2024 Cycling New Zealand Schools Cyclocross North and South Island Championships (Championship).

The event dates will be confirmed to the successful host upon confirmation by CNZS but the preferred date will be a weekend during the July School Holidays. This date is within the current NZ domestic Cyclocross calendar and is four weeks prior to the Cycling New Zealand National Championships (August).

CNZS are looking for Event Organisers in both islands with experience in delivering strong club events and who can demonstrate a strong knowledge of Cyclocross, have access to appropriate courses with suitable event HQ facilities, is located within convenient travel access, can demonstrate a connection with the Cyclocross community including access to passionate volunteers to support the delivery of the event.

Applications are invited by (but not limited to) affiliated Cycling New Zealand Clubs, Councils and event promoters. However, in order to build event capability within the sport all applications must provide a link with a local affiliated CNZ Club who will be required to form a key part of the organising committee. A list of affiliated clubs are available from CNZ if required.

The event is open to all riders from affiliated schools from Year 7 – 13. Entries must be received via Schools through the Enter Now system which is managed and overseen by CNZS.

The Championship is part of the current 13 sanctioned events across Road, Track, Cyclocross and MTB governed by CNZS. The events are required to be in accordance with Cycling New Zealand School Rules and the Cycling New Zealand Event Certification program. An Event Delivery Contract will be issued to the successful organiser.

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

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 Cyclocross Championships	Within term 2 school holidays (early to mid July 2025)	TBA	TBA
South Island School Cyclocross Championships	Within term 2 school holidays (early to mid July 2025)	TBA	TBA

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.

COURSES

Courses can include road, country and forest paths and parkland.

Course design should alternate in such a way as to ensure changes in the pace of the race and allowing riders to recuperate after difficult sections.

The course must be usable in all circumstances, whatever the weather conditions. Clay or easily flooded areas and agricultural land should be avoided.

CX can cause temporary damage to turf, particularly during wet conditions. Event delivery partners must achieve a clear shared understanding with landowners and include a ground recovery plan for areas of heavy damage. Sensitive areas of land (eg flood protection) should generally be avoided.

The course must form a closed circuit of a minimum length of 1.5 km* and maximum 3.5 km, of which at least 90% shall be rideable.

*This is a derogation from the minimum length stipulated by UCI to enable course design in areas with smaller parks. For races with larger numbers longer course length is recommended i.e. greater than 60 rider's lengths greater than 2.0 km is recommended.

The course should be at least 3 meters wide throughout and clearly marked and protected on both sides. Some narrower sections are permitted but single-track must be avoided.

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

Applications should include:

- Confirmation of event applying for
- 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)