



# MEMBERS HANDBOOK

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## Acknowledgements

The CycleKart Club of Australia would like to acknowledge the generous support of CycleKarts GB in granting us permission to tap into their knowledge and experience and allow us to adapt their guidelines as the basis for this handbook. Whilst other communities may have a looser interpretation and implementation of Cyclekart rules, the CycleKarts GB guidelines align most with the requirements for running events in Australia as well as the legislative requirements of running an incorporated organisation. i.e. "A Club".

We would also like to acknowledge the tireless work of all of those involved in the wider Cyclekarting community, as without these people, Cyclekarting would not be what it is today. We would like to extend our gratitude to Peter and Michael Stevenson of [cyclekarts.com](http://cyclekarts.com) for their vision of CycleKarts and CycleKarting, Kelly Wood and *The Cyclekarts North America* Facebook page, by far the largest CycleKarting community, which provides a constant source of inspiration, Steve Vinson from the *Arizona Cyclekart Club* and Adam Arndt from the *Cyclekarts* Facebook group, both names that you will often come across when researching CycleKarting, as well as [cyclekartclub.com](http://cyclekartclub.com), a fantastic community with heaps of great info from CycleKart builders. It is these people and resources that have inspired and guided our journey in CycleKarting. We definitely stand on the shoulders of giants.

We would also like to thank all of those involved in the Australian Cyclekarting community for their continued support and belief in what we are trying to do.

## 1. Glossary of Terms

**CCA** – The CycleKart Club of Australia incorporated. Also referred to herein as “*The Club*”.

**CycleKart** – A vehicle based on GoKart mechanicals designed to look like a pre-war Cyclecar.

**CCA CycleKart** – A vehicle constructed to the ‘*construction and operation guidelines*’ outlined herein.

**Construction and Operation Guidelines** – Minimum performance standard for CycleKart construction.

**CycleKarting** – The act of operating a CycleKart. Also: activities undertaken by the CycleKarting community.

**Stakeholder** – Any current member of the CCA or persons with an interest or involvement in CCA events.

**Committee** – Means the committee of management of The CCA.

**Constitution** – The Rules under which The CCA operates.

**Risk Management Plan** – Risk mitigation measures determined by formal risk assessment.

**Event Management Plan** – Detailed document outlining the requirements for safe event management.

**Club Officer / Club Official** – A Committee member or person appointed by the committee in an official role

**Junior driver** – Driver Under the age of 16.

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## 2. Introduction

'The CycleKart Club of Australia incorporated' (henceforth '*The CCA*' or '*The Club*') informally began life on Sept 13th 2018 under the name Aussie CycleKarts with the purpose of connecting anyone with an interest in CycleKarts and to promote CycleKarting in Australia. The CCA was formally incorporated on February 22nd 2024.

The CCA is an incorporated association which exists to promote sport of CycleKarting in Australia and encourage and assist members in designing, building, and driving CycleKarts.

The CCA promotes an inclusive family atmosphere and as such members are required to abide by the club's rules for the safety of its members and those attending CCA events. The rules of the club are set out in the clubs Constitution and the Members Handbook.

This handbook covers the essential things you need to know to be able to build and operate an eligible CycleKart at CCA events. Please remember, if this handbook doesn't say you *can* do it, then please check. If in doubt, always seek clarification with the club committee.

### 2.1. Purpose of this handbook

The main reason for having rules and guidelines is to define what CycleKarting is and isn't. If you look online there's a whole bunch of content that uses the word 'CycleKart'. There are lots of actual CycleKarting videos, but also there's a heap of other stuff like rubbish bins with wheels and engines, tot rods, whacky racers, midgets, powered Eski's and other contraptions. They are great and fun of course, but they are not CycleKarts.

Following common guidelines allows all CycleKarts to be constructed broadly the same, particularly from a fun and safety perspective. But we appreciate that guidelines need to be loose enough so that they do not stop the urge to tinker and experiment. No one likes 'nanny state' rules and regulations, or being told what to do, and that is not the aim of what we are trying to do here.

First and foremost we need to be able to give insurers and venues a definition of what a '*CCA CycleKart*' is and isn't. We also need to demonstrate that events organised and run by the CCA are done so in a safe and organised manner.

Please note that the definition of a '*CCA CycleKart*' in this guidebook is specifically for CCA members and reflects the context in Australia as they apply to CCA activities. Beyond that, people are of course, free to do as they like.

We encourage all CycleKart builders in Australia, whether they are members or not, to consider building their CycleKarts to the guidelines in this handbook. These same basic guidelines are shared by all CycleKart communities worldwide and are free for all to use.

## 2.2. Rationale

We have drawn heavily on the experiences and words of people who have been CycleKarting for a lot longer than we have and have tried to remain true to the original ethos of CycleKarting as defined by its inventors nearly 20 years ago.

CycleKarting is about a love of pre-war vehicles, so capturing that spirit in the way they look, is an important aspect. Basing your build on an actual inspiration car is recommended, but that's not to say that all CycleKarts have to be exact replicas of a real car, in fact far from it. As long as the design captures the essence of cars from the era then you are on the right track.

CycleKarts are fairly unique as a building and driving experience and so the best way to understand them is to drive one, with other people. We recommend that you try to attend a come-and-try day and test one out for yourself to get an idea of what CycleKarting is all about.

The terms 'racing' and 'sport' are often used to describe Cyclekarts and CycleKarting but this is not without issue, as these expressions are often taken to imply that CycleKarts are race-cars and that CycleKarting is in fact a form of competitive motorsport.

Whilst some may be designed to look like vintage racers, CycleKarts are most definitely NOT actual race-cars. They are built in backyard sheds by essentially unqualified mechanics and are not designed or built to be operated at the limit. Nor is Cyclekarting about competitive racing. We prefer to think of CycleKarting as a community endeavour like a vintage car club, who hold the occasional track day. Put simply, they are all about having fun.

If your interest in CycleKarts is driven by the desire to win, or be the fastest, this is probably not the sport for you. There are plenty of other cheap entry level motorsports that will better satisfy the urge for proper competition. That's not to say that a little friendly competition isn't encouraged of course.

Cyclekarting is first and foremost about community, and the *art* of the CycleKart. It's about bringing people together to share and enjoy a common journey of CycleKart construction. Any similarities between Cyclekart events and actual competitive racing events is somewhat (albeit intentionally) coincidental. Yes, there will likely be a trophy and podium finishes, but that's just for fun. There's no drivers' championship or national series, just a bunch of like-minded people having fun.

This same ethos is outlined by the original cycle CycleKart creators, and is also upheld by the other CycleKarting communities mentioned in the acknowledgements. It is something that we have worked hard to capture in these guidelines without overstating the requirements.

The more technical aspects of the guidelines are included to help maintain a level of safety and be able to operate within the often narrow bureaucratic requirements. These safety requirements are not overly difficult to comply with and are designed to keep Cyclekarting safe for everyone. For the most part many of the guidelines are just common sense.

The rest of the guidebook deals with things like club administration and event management, which is for the most part the same stuff legally required by all clubs in Australia. This should already be familiar to anyone who belongs to any kind of club.

We know that it's a hard sell to get everyone on board with this. Especially those who share the she'll-be-right-mate-hold-my-beer' sentiment of good old Aussie have-a-go fun. But we hope that people can see the wider picture and appreciate that getting everyone on the same page will ultimately be for the benefit of the sport.



### **3. General Administration**

#### **3.1. The Club**

The CCA is a not-for-profit incorporated association. It is overseen by a committee elected at an Annual General Meeting (AGM) and is managed in accordance with the club's constitution. It is a private club run and managed on a voluntary basis.

#### **3.2. Website and social media**

The CCA has a website that can be viewed at - <https://cyclekarts.com.au>

Announcements will be made on the website and discord channel from time to time, specifically relating to events and guidelines. Please check the website and discord for updated information before you leave for any events.

The club benefits from the use of an active forum, which can also be accessed via the website.

The club also runs a Facebook Group - <https://www.facebook.com/groups/aussiecyclekarts>

... an Instagram channel - <https://www.instagram.com/aussie.cyclekarts/>

...and a Discord channel - <https://discord.gg/UTqXpEtpX>

#### **3.3. Committee**

The Committee exists to serve the needs of the CCA Members and is bound to conduct and operate the club in accordance with the club constitution which is incorporated in law under the incorporation's association act.

Committee members are nominated and elected at each AGM in accordance with the club's constitution. Committee members are duty bound to help with all matters concerning the club. If you need help or advice, please reach out to the committee, they will be only too happy to help.

The current post holders and contact details can be found on the club website.

For a more detailed overview of the operation of the committee, please refer to the club constitution.

## 4. Membership

The CCA has 4 levels of Membership:

Member	Can vote on any matter Can stand for a committee position Can participate in the club's registration scheme. Is eligible to bring CycleKarts to, and participate in, CCA organised events Will be issued with unique driver's number Will receive the club newsletter
Associate Member	Associate membership is for anyone who is not a Member but is actively participating in CCA events. (e.g. driving, marshalling). Associate Members are not eligible to vote or stand for Committee positions Will be issued with unique driver's number Will receive the club newsletter.
Temporary Member	A temporary membership allows a one-off guest to participate in a CCA event. Temporary memberships are valid for the duration of the event only. Temporary memberships are at the committee's discretion. Temporary membership does not include the right to vote or stand for Committee positions. Will be issued with temporary 'event' driver's number Does not receive the club newsletter.
Social Member	A person who does not meet the criteria for (Associate Membership) or (Temporary Membership) may become a Social Member on payment of the full annual membership subscription. Social members are not eligible to vote or stand for Committee positions Will receive the club newsletter.

- Membership is valid on an annual basis.
- Anyone joining and paying a full annual membership within the 2 months ahead of the new year will be considered paid up for the following year otherwise full fees are required for whatever portion of the year remains
- Fees are due at the start of the year
- Membership fees will be reviewed annually in December and will be published on the club website.
- Membership fees are non-refundable
- Detailed membership benefits are listed on the website.
- All Members shall receive a copy of the constitution on joining the club.

## 4.1. *Drivers Numbers*

Drivers' numbers are used to identify vehicles in all CCA sanctioned events.

Members are issued with a unique driver's number when their membership application is processed. This number will remain allocated to the member for the duration of their membership and is retained across membership renewals.

When the membership expires, there is a one month grace period after which time the driver's number will be released and is then available to be reallocated.

In the case of upgrading or changing between membership types, drivers' numbers will be retained provided that the original membership or grace period has not expired.

Associate and temporary members will be issued with a temporary number when registering for an event

## 4.2. *Conduct of Members*

All members are ambassadors of the CCA and CycleKarting in general. As such, all members are expected to behave in a responsible and respectful manner.

Any member who brings the name of the CCA into disrepute, or who conducts themselves in a manner not befitting the CCA or the sport of CycleKarting may have their membership revoked without refund.

Any revocation of membership shall only be as a result of a majority vote of the Committee.

Where a member has had their membership revoked, they have the right to appeal the decision by submitting a formal letter of appeal to the committee in writing, to be received no later than 14 days from the date of issue of the ban.

Life and Honorary Membership may also be forfeited upon membership revocation

### 4.3. *Life and Honorary Membership*

From time to time the club may confer life or honorary membership under the following conditions

- Nominations can only be made by a committee member
- The nomination must confer the reasons why the membership is considered appropriate and provide specific examples of work or involvement that has significantly progressed the goals and objectives of the club
- To be eligible for nomination for Life Membership the nominee must meet the following criteria
  - Must have made significant or outstanding contributions to progress the goals and objectives of the CCA, which are clearly recognised, respected and acknowledged or endorsed.
  - Must have served on the CCA committee
  - Must have completed a minimum of 5 years continuous CCA membership unless exceptional circumstances can be cited
- Honorary membership may be bestowed on any person nominated by the Committee that does not meet the criteria for nomination as a Life Member.
- All nominations require a majority vote to secure success.

Life members are entitled to the same rights as a Member but are not required to pay annual subscriptions. Life Members also have their name added to the CCA honours board.

Honorary membership may be awarded to individuals that are recognised by the committee as being significant contributors or supporters of the CCA and its goals and objectives. Honorary members are entitled to the same rights as Social Members but are not required to pay annual subscriptions. Honorary Members also have their name added to the CCA honours board.

## 5. CycleKart Construction and Operation Guidelines (“The Guidelines”)

The following guidelines have been created to ensure that all CycleKarts built to participate in CCA events are built and operated to the same specifications and standards. For the most part there are no restrictions on the methods of construction used to construct your CycleKart, but it is assumed that the methods employed follow best practice.

The following guidelines largely stipulate the dimensional constraints which govern what a CycleKart is in accordance with the CCA definition. Additional technical safety requirements are also listed for both CycleKarts and drivers.

As outlined in the introduction, if the guidelines don’t specifically say you *can* do it, then please check.

If in doubt, always seek clarification directly with the club committee.

### 5.1. What is a CCA Cyclekart?

5.2. Inspired by pre-war racing cars. The design can be based on a specific car, or built in the spirit and style of cars that were raced in the pre-war era.

5.3. Wheel track

- Not more than 1000mm (measured between centre of contact patches)

5.4. Wheelbase:

- Typically about 1675mm and normally less than 1800mm.
- If a wheelbase greater than 1800mm is required to capture the essence of the inspiration vehicle, please seek approval from the committee before you start building.

5.5. Engine:

- 6.5hp Honda GX200 or clone (e.g. Predator / Various branded copies)
- Electric motor (48V, nominal 3kW, 5kW peak).
- Engines may be modified but power is limited to 10hp.
- Rarely, approval may be given to use a different engine, but not in any circumstance where this results in more power.

5.6. Wheels:

- 17” wire spoke wheels (e.g. Honda ‘postie bike’ or similar / pit bike wheel).
- 18” permitted for Edwardian, but please contact the committee first.
- Maximum rim width 1.85” (Exemption for rear wheel on three-wheel cars)

#### 5.7. Tyres:

- Typically 2.5/2.75" but maximum of 3.25"

#### 5.8. Brakes: Rear (driven axle) brakes ONLY (No front brakes allowed). Can be mechanical or hydraulic.

- Typically hydraulic disc brakes are preferred.
- If cables are used to operate the main brake mechanisms, then the minimum cable diameter is 1.8mm and a secondary cable is to be fitted in case of cable failure.
- It must be possible to lock the brakes on (e.g. handbrake or hydraulic line lock) or have a separately operated 'parking brake' In both cases the brake must be able to hold the CycleKart under engine load.

#### 5.9. Suspension:

- Front suspension schemes should follow the inspiration car. For the pre-war period this is usually leaf springs on a beam axle.
- Typically, this is 2 leaf springs running along the car, a single transverse leaf spring or 1/4 elliptic schemes.
- Almost all cars in the period use beam axles. A handful of potential inspiration cars have coil springs and/or independent front suspension, for example a sliding pillar arrangement (Morgan and Lancia are most notable examples).
- Where the CycleKart is not following a specific inspiration car, leaf spring suspension must be used.
- Period style dampers can be used (they might not do much, but they can look great)

#### 5.10. Transmission system is free choice:

- CVT, centrifugal clutch, belt clutch all acceptable.
- No manual clutch or manual gearboxes are allowed
- A reverse gear may be fitted if desired.

#### 5.11. Rear axle design is free choice

- One-wheel drive, fixed axle, differential are all accepted

#### 5.12. Weight

- Aim for 100-125kg (maximum recommended weight 150 kg - no driver, full fuel)
- Electric CycleKarts are weighed without batteries. Maximum weight for battery packs is 32kg.

### 5.13. Cost

- Open cheque-book builds are not really in the spirit of CycleKarting. Whilst other groups might put a specific limit on what a CycleKart should cost, we prefer to trust that people are doing the right thing.
- We encourage builders to employ thriftiness when sourcing parts. Repurposed items are ideal and fit the general style and ethos of pre-war motoring.
- We also encourage that each CycleKart should be at least 50% built by the owner. If you cannot weld or have no idea on how to get started, reach out to the community and you will find that there are plenty of people willing to help you out. Building your Cyclekart is where most of the fun lay and a good way to forge new friendships.

### 5.14. *CycleKart Safety Requirements*

The following safety requirements apply to all forms of CycleKarts:

- No sharp leading edges are allowed
- Any fuel used must be from a petrol filling station and be free from additional additives. (Additives to prevent damage for Ethanol content are permitted.)
- Fuel tanks must be originally designed to be a fuel tank or the design must be submitted for review by the committee. Maximum volume of fuel in the tank must not exceed 5 litres.
- All CycleKarts must be fitted with an ignition cut-out “kill switch” on the dashboard and clearly marked. Kill switch must also be of the latching type not a momentary push button.
- Where batteries are used, a master battery cut-off / isolator switch must be fitted to isolate the battery. Isolator switches must be accessible from both outside and inside of the CycleKart and be clearly labelled.
- All CycleKarts must be fitted with a minimum of two (2) automatic throttle closing devices.
- All CycleKarts, must be fitted with an effective braking system. If your brakes are ineffective, you will not be allowed to drive.
- All CycleKarts, must be fitted with a Locking ‘parking brake’ that is capable of holding the CycleKart under power. The ‘parking brake’ must be applied when starting your CycleKart and when it is idling.
- A functional clutch which disengages drive to driven wheels at idle must remain in working order at all times (electric CycleKarts are exempt)

- All bodywork must remain securely attached whilst driving. If bodywork becomes detached, then you must slow down immediately and return to a safe area (e.g. “pits” or “paddock”) where the damage can be repaired.
- All CycleKarts must have a securely mounted exhaust
- All CycleKarts must have a suitable silencer. Individual venues may have specific dB limits which will be advised before each event.
- Where CycleKarts are to be used in an area with a fire ban in place, or there is deemed to be a high risk of fire, a spark arrestor must be fitted to the exhaust, or a silencer with integral spark arrestor used. It is also recommended that if your CycleKart does not have a spark arrestor fitted, that one is included in your toolkit just in case it is required.

### **5.15. *Driver Safety Requirements***

The required safety equipment will be specified in the event regulations.

In general, the safety equipment required includes:

- Certified helmet - The helmet must meet the AS/NZS 1698:2006 standard or an equivalent standard from another country
- Neck braces are recommended but are not generally mandated at this time unless it is a specific requirement of the venue
- Arms and legs covered
- Gloves
- Closed toe shoes
- Goggles are recommended but are not mandated at this time unless it is a specific requirement of the venue

### **5.16. *Pit Safety Requirements***

Additional general safety requirements will be specified in the event regulations.

In general, the following safety requirements need to be met:

- A minimum 2kg dry powder fire extinguisher to be brought and made available for the event



- All fuel to be stored in a container that meets AS/NZS 2906 standard (jerry can / petrol station style fuel cans / etc)
- Spill kits may also be required at some venues i.e. kitty litter + brush + scoop + bag. (Bring one anyway. Just in case)

### **5.17. *Fitness to drive***

- 5.18. All drivers must be physically fit enough to operate the CycleKart safely.
- 5.19. All drivers must be able to enter and exit their CycleKarts without assistance. Exemptions may be granted for drivers with disabilities or special needs. This will be assessed on a case-by-case basis by the Clerk of the Course to ensure the safety of the driver.
- 5.20. A zero alcohol / drugs policy is mandated for all drivers, pit crew and event officials.

### **5.21. *Inclusivity***

The CCA is a fully inclusive organisation that strives to make CycleKarting accessible to all.

No one shall be excluded from participating on the basis of discriminatory characteristics except where such characteristics are deemed to pose a risk to the safety and wellbeing of the participant or any other person.

Drivers with physical impairments or special needs, or their carers are encouraged to contact the club prior to the event to discuss any specific requirements, questions or concerns that they may have.

Wherever possible the club will endeavour to accommodate all requests for participation by drivers with physical impairments, or special needs and will seek to develop programming that accommodates such requests

CycleKarts may be modified so that they can be operated by drivers with physical impairments. For example hand controls. CycleKarts modified in this manner must be approved by the committee and approval must be sought prior to the event.

If you have any questions, please reach out and contact a committee member. We will be only too happy to assist.

## 5.22. “Grandfather Clause”

CycleKarts which pre-date changes to this definition and find themselves outside of the new rules and guidelines, will be approved by the committee, provided they comply with the rules in effect at the time they were built, and do not present a safety issue or have significant performance advantage.

NOTE: There may be CycleKarts in the club that do not comply with the current guidelines but are permitted because they have applied for, and been given an exemption under the Grandfather Clause. This doesn't confer rights to any other CycleKart.

**Always build to the current guidelines.**

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## 6. Insurance and Permits

The CCA is affiliated with Motorsport Australia ([motorsport.com.au](http://motorsport.com.au)) and is covered for public liability under Motorsport Australia's insurance policy:

- At driving events covered by a Motorsport Australia issued permit. NOTE: All drivers will also need to buy the appropriate Motorsport Australia licence.

For driving events not run under a Motorsport Australia issued permit, any insurances will be provided by the organisation running the event.

(Currently Under Review)

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## **7. Event Management**

CCA events are varied in nature, consequently each event is to be managed on a case-by-case basis using a copy of The CCA Event Checklist, which details the requirements for each event and the person responsible for each requirement and the CCA risk management plan, which details identified risks and mitigation measures that must be employed.

On occasion, the club is invited to attend and participate in events organised by other organisations. The event management, insurance and regulations for such events are agreed on a case-by-case basis.

### **7.1. Event Categories**

CCA events are categorised as follows:

- Static display
- Parade
- Dynamic display
- Test day
- Come-and-Try
- Competition

Further detail on these event category definitions is provided in The CCA Risk Management Plan.

### **7.2. Event Officials**

The CCA Event Checklist will identify what officials will be required to manage the event and enforce the relevant regulations. The various types of officials are:

- Clerk of the Course
- Deputy Clerk of Course
- Event Secretary
- First aid Official
- Starter
- Marshals

### 7.3. Participant Eligibility

All participants in a dynamic CCA activity (i.e. **not** a static display), are to be Full or Associate members of the CCA.

Temporary Membership is also available to those who are not Full or Associate members and who wish to participate in dynamic CCA activities. Temporary membership is available at the sole discretion of a committee member.

Occasionally, social members may be allowed to take part in static display events, but this would be stipulated in the specific event regulations.

All participants taking part in a dynamic CCA activity (i.e. **not** a static display), are to be pre-registered for the event with the CCA.

All participants and CycleKarts taking part in a dynamic CCA activity are required to meet the minimum requirements set out within the CCA guidebook: *CycleKart Construction and Operation Guidelines*

CCA Driver numbers shall be used as the CycleKart identification number. In the case of Associate and Temporary members who do not have permanent driver number allocation, a temporary driver number will be issued when registering for the event.

### 7.4. Junior Drivers

- All drivers younger than 16 years of age are classified as **Junior drivers**.
- Minimum eligible age for all drivers is 12 years of age.
- Drivers younger than 12 may be permitted to participate provided that they can demonstrate that they physically fit their vehicle and can properly operate all controls without compromising track vision. This will be assessed on a case-by-case basis.
- Junior drivers must be accompanied by an adult member who is responsible for their supervision at all times
- Signed parent or guardian consent will be required before junior drivers are permitted to participate.
- Junior drivers will need to be either associate members, or temporary members, and will be subject to the relevant event fee.
- All drivers will be required to demonstrate that they physically fit their vehicle and can properly operate all controls without compromising track vision.
- All personal safety equipment must fit correctly.
- Where possible, time slots will be allocated to allow novice drivers sole use of the track.
- When a novice is able to demonstrate ability to lap the track in a safe manner, they will be permitted to participate in events.
- Further specific requirements or limitations may be imposed by the event insurers. Please check the published event details for more information.

## 7.5. *CycleKart Eligibility*

All CycleKarts taking part in a dynamic CCA activity (i.e. **not** a static display), are to be pre-registered for the event with the CCA.

All CycleKarts and participants are required to meet the minimum requirements set out within the CCA guidebook: *CycleKart Construction and Operation Guidelines*

Scrutineering of all registered CycleKarts will be carried out at a prescribed time and location prior to the commencement of the event.

The time and location for scrutineering will be communicated to participants along with an events schedule as part of the event registration pack sent out to participants upon registration

## 7.6. *CycleKart Numbering Convention*

All vehicles participating in a CCA dynamic event must display an identification number. This number is used by track officials to identify the driver. No other number may be used or be visible on the vehicle.

By default, permanently allocated CCA Drivers numbers are used as the identification number.

In the case of Associate and Temporary members who do not have permanent driver number allocation, a temporary driver number will be issued when registering for the event.

In the case of a CycleKart having a sign-written or permanent number as a tribute car detail, if this number differs from the allocated number, it must be covered. (You can use tape to cover the number).

Where more than one driver is sharing a CycleKart, the CycleKart must display the number of the driver operating the CycleKart at the time. No other driver numbers are to be visible. (You can use tape to cover other driver numbers).

Numbers must be in a contrasting colour compared to the bodywork and in an easy-to-read font of no less than 75mm tall. For dark vehicle colours, a white roundel with black text or similar may be used

## **7.7. Event Regulation**

Each event will have its own dedicated set of regulations based on the requirements of the event risk assessment and the event management plan as well as any specific requirements of the host venue or insurer. These requirements are outlined within the driver's pack sent out to entrants on registration and include a driver's checklist.

It should be noted that:

- The Event Regulations may be updated at any time as required.
- Any update to the Event Regulations shall be communicated to participants by email and be published to the event page on the website. All updates will also be discussed as part of the driver's safety meeting.
- A drivers safety meeting will be held prior to the start of each event
- A drivers safety meeting may also be held at any point during the event as required by the Clerk of the Course.
- All drivers and pit crew are required to attend all driver's safety meetings. If you do not attend you will not be allowed to run.
- Latecomers need to speak with the Clerk of the Course or their deputy before entering the track.
- Any member has the right to communicate concerns they may have relating to the safety of the event with the Clerk of the Course or their deputy.
- The Clerk of the course's decision is final in all matters

## **7.8. Event Risk Assessment**

A risk assessment will be carried out for each event in accordance with the requirements of the CCA Risk Management Plan. The actions and recommendations resulting from the risk assessment will be detailed on the respective CCA Event Management Plans and Driver Checklist.

## **7.9. Event Management Plan**

An event management plan shall be drafted up for each event. This plan outlines the safe management requirements for each event and is based on the recommendations of the event risk assessment, along with mandated controls outlined within the CCA risk management plan and specific track requirements.

An event checklist will be created to ensure that the event management plan is correctly delegated and implemented. The checklist itemises responsibilities by role and includes Driver's responsibilities, Marshals responsibilities, etc...

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