

ON TRACK

Venue guidelines for the easing of COVID-19 restrictions

Updated 19 January 2021.

Purpose

Briefing document to describe the controls put in place at Sydney Motorsport Park and to indicate the limitations and procedures required as we move within the COVID normal.

Audience

Document is intended for all staff, contractors and associated partners involved with the ARDC (Australian Racing Drivers' Club) at Sydney Motorsport Park, and for all clients, customers, and any interested hiring partners.

Updates

This document is reviewed and updated weekly. Updates may be communicated earlier in line with any State Government announcement or advice from <https://www.nsw.gov.au/covid-19>

Expectations

From current advice, the following continues to highlight the expectations;

- Remove **person to person contact** between staff and participants, or where absolutely necessary, ensure appropriate PPE is worn / cleaned or discarded after contact with any individual. We appreciate this will require significant changes to existing procedures that you may have relied on;
- Follow the density guidelines provided, 1 person / 4m²;
- Ensure staff / participants practice social distancing, 1.5m away from each other;

Further clarification and discussion provided below.

CURRENT RESTRICTIONS

We have a lot of space

With over 92 hectares of area available within our facility, including 1.5 hectares within the north paddock and 5,00m² within the south paddock, we are uniquely positioned to provide a safe operating environment for customers, clients and staff.

In line with NSW Health, all events and activities on site will adhere to the density guidelines of **1 person per 4m²** and generally you should design your event / activity with social distancing of 1.5m at all times.

QR Codes

In line with NSW Health guidelines and best practise, we have deployed the NSW Health QR code at our entry gates and are requiring all to sign in at arrival. This replaces the need to provide accreditation lists and the associated admin.

All arriving (staff, participants) will require to sign in and gate staff have been provided with procedures to assist those with difficulty (tablet with concierge entry).

Wearing a mask / exception for close contact

In regards to close contact, we appreciate there are some actions that will require staff to work in close proximity with participants. As the current health advice requires, you will need to provide staff with appropriate PPE (mask / gloves) where staff / participants cannot socially distance. This should be applied after redesigning the action as much as possible to remove contact.

Maximum numbers of participants / individuals / spectators on site

As of the Public Health COVID-19 Restrictions on Gathering and Movement, Order no.7, the restrictions have opened up generously allowing us as a Major recreation facility;

- 100% capacity for any outdoor fixed seating area;
- Unstructured seating areas (paddocks) must not exceed one person per 2 square metres of publicly accessible space.
- 75% capacity for any indoor seated area
- And unstructured seating areas (interiors) must not exceed one person per 4 square metres of publicly accessible space.

However, with our site in mind and understanding the types of clients and activities we host, we are taking a more conservative approach and allowing the following;

- Unstructured seating areas (paddocks) and any interior space, must not exceed one person per 4 square metres of publicly accessible space, up to a **maximum of 3000pax per event.**
- Clients / promoters / hirers must comply, complete and submit a NSW Health COVID-19 safety plan relevant to your event. The COVID-19 safety plan may include further restrictions, and they will need to be followed.

For anything in addition or outside of those conditions, you will need to seek approval from us before you event / activity can commence.

Staff / volunteering on site

For ease of management of the site, any staff and those working / volunteering toward the event or activity continue to be excluded from the event maximum.

Seated in the grandstand / major recreation facility

As identified above, Sydney Motorsport Park is defined within the order as a Major Recreation Facility. For some promoters and events, this opens up grandstand(s) as seated areas available to hire.

Our grandstand has a capacity of 4000px, we are approving 75% capacity (3000pax) within. Should you wish to hire / build further temporary seated areas, the 75% rule would apply to each and every temporary structure.

Limits on group size

Prior to this order we were working to keep group sizes down to 30pax. And although this is still required for general outdoor public gatherings, in line with the health order it is no longer required for our facility. You should still plan for social distancing of 1.5m and 1p /4m2, but you no longer have to be concerned with isolating groups or populations within your event numbers.

COVID-19 Safety plan

COVID-19 safety plans vary slightly depending on industry and are now required for your event. A general list of all templates across all industries is available here;

<https://www.nsw.gov.au/covid-19/covid-safe>

For community sporting competitions and training;

<https://www.nsw.gov.au/covid-19/covid-safe/community-sporting-competitions-and-full-training-activities>

And a generic catch all if your event / activity / industry is not specified;

<https://www.nsw.gov.au/covid-19/safe-workplaces/employers>

Multiple clients on site

The current order continues to allow us to host multiple clients on site providing we have the 4m2 available for them and that we control and separate the events.

General advice around social distancing

We expect you will have to redesign briefings, sign-on, and where possible, we suggest all this happens prior to arrival. This may mean that individuals do not physically sign disclaimers in front of you, but perform them prior digitally where your staff can later confirm signatures against another source on the day (e.g. participants holding up drivers' licenses).

CAPACITY

Indoor areas

For indoor areas at SMSP, the following capacities are listed;

Area	L (m)	W (m)	A (m2)	1p / 4m2
Suite 1	11.6	13.2	153.12	38
Suite 2	12	13.2	158.4	40
Suite 3	11.8	13.2	155.76	39
Suite 4	11.8	13.2	155.76	39
Suite 5/6	23.6	13.2	311.52	78
Suite 7	11.8	13.2	155.76	39
Suite 9	7.8	13.2	102.96	26
Suite 10	14	13.2	184.8	46
ARDC Cafe	24.4	13.2	322.08	81
Hinxman	43.7	16	699.2	174
North Paddock Garages	11	3	33	8
North Paddock Carports	11	3	33	8
North Paddock Scrutineering	4	10	40	10
Amaroo South Circuit Garage	15.2	14.3	217.36	54
Amaroo South Circuit Suite	6.5	14.3	92.95	23
ARDC Boardroom	10	6	60	15
Race Control / Secretary Office	4.5	3	13.5	3
Race Control / Foyer	6.8	4	27.2	6
Race Control / Blizzard Rm	5	3	15	3
Race Control Lv1 / Assistant Secretary	5	3.5	17.5	4.5
Race Control Lv1 / Timing	12	2	24	6
Race Control Lv2 / Control Centre	6	6	36	9

Outdoor areas

Examples of the following outdoor paddock areas are found below. Note your activity need not subscribe within these areas, they are merely calculated as a guide for your reference to consider when creating your event.

Area	L (m)	W (m)	A (m2)	1p / 4m2
Area A Main North Paddock	47	22	1,000	250
Area B Main North Paddock	47	22	1,000	250
Area C Main North Paddock	47	22	1,000	250
Area D Main North Paddock	47	22	1,000	250
Area E North Paddock, Carports West	80	10	800	200
Area F North Paddock, Carports East	80	10	800	200
Skid Pan Circuit	160	70	11,200	2,600
Skid Pan (safe viewing area)	10	10	100	25
Amaroo South Circuit Paddock	50	40	2,000	500
North Paddock Pit Roof	200	15	3000	750



Figure 1 – Examples of selected outdoor sites with calculated m2.

The example areas provided above have been selected in conjunction with our medical provide (Ambulance Services Australia) and have been made to ensure;

- shared bathroom cleanliness can be maintained
- clients, visitors, staff can arrive by vehicle without having to initially interact with any other group;
- the areas are suitable for the installation of physical barriers if necessary, to ensure further separation.

Please consider those when developing your event.

Spectator areas

As restrictions are now at a point where spectators can be onsite as part of your event, the following is a guide to the space available should you wish to activate these areas.

Area	A (m2)	1p / 4m2
Turn 1 Hill	15,000m2	3,750
Grandstand Hill to P4	55,000m2	13,750
Turn 17-18	18,000m2	4,500
Turn 5-6	18,000m2	4,500
Turn 2-3	18,000m2	4,500



Figure 2 - Example of selected outdoor spectator areas calculated with m2

ARRIVAL / DEPARTING

Screening at Gate A

For all activities on site, attendees will be screened at Gate A to ensure they have completed the NSW COVID Safe check in for our venue. The screening process is also to ensure no one with any symptoms are allowed on site.

Should our gate staff be concerned about someone presenting, they will be referred to our onsite medical provider (Ambulance Service Australia) to make an assessment.

Screening will be conducted by our rostered gate staff.

IMPORTANT: What happens if ASA, screens a person upon entry who they identify as being “at risk”

- That person will be denied entry and turned away. The ARDC have authorised ASA to have the final decision as to who is or isn't allowed on site during COVID restricted entry.
- We will communicate immediately to the person or provider to whom they were attending to the fact that a person or persons have been denied entry. The person or provider can then make arrangements with any denied person.

To avoid any unnecessary confrontation or confusion at the main gate, we ask that all hirers/providers fully inform their clients of this protocol.

End of activity

Clients should depart the venue / activity as soon as possible. Activities should not encourage participants to linger.

DISCOVERY OF A POTENTIAL CASE ON SITE

Procedure

Should someone on site show symptoms in line with COVID-19, the following actions will take place;

- Onsite medical to assess the Individual, ASA have COVID plans in place in order to do this safely away from trauma areas;
- Medical informs the ARDC / Promotor of the need to remove individuals from site;
- Promotor to assist and ensure the individual leaves along with anyone they arrived onsite with;
- ARDC to send cleaners into areas where participants were located for disinfecting of all surfaces.
- Promotor to inform any expected close contacts on the day of the removal, and to have them watch for symptoms and get tested;
- Promotor to inform all participants on site post event of the removal, and have them all watch for symptoms / get tested;
- ARDC to follow up with the individual to confirm status of their test / inform promotor once a result is discovered.

GENERAL INFRASTRUCTURE

Sanitizer

ARDC has a bulk of hand sanitizer to use on site. We will work with you to identify the high traffic areas and position them in location. Such areas may include the café, entrance to suites, staircases, briefing points and or marshal points.

Cleaning

Event pre and post cleaning of all surfaces is organized via our COVID-19 accredited cleaning provider COGS. Cleaners will be rostered and on-site for all activities.

The ARDC reserves the right to indicate the required number of staff as appropriate for any activity, and to pass on any additional costs to the provider/hirer.

Room signs and examples of distancing

The ARDC have installed signs in each confined area, indicating the maximum number allowed (see prior table above) at any given time. These signs must remain visible at all times and must not be removed.

Equipment

Care should be taken around any equipment used for your event, and you should work to remove the need to share any equipment with your staff or participants.

If equipment needs to be shared, it will need to be cleaned prior to each individual handing it onward. Steering wheels, seatbelts, radios, extinguishers, flags, switches at flag points, etc, will all need to be cleaned.

We also suggest you refrain from renting clothing, closed helmets, or any other equipment that participants would otherwise share during the day. If you intend to, you will need to ensure adequate sanitizing and cleaning procedures are in place to ensure transmission is not possible between others.

Responsibility

From the 23 March 2020, on the spot fines are in place across NSW for anyone found to be breaking self-isolation and the social distancing rules (\$1000 for individuals and \$5000 for business). Given the profile of our facility random inspections have taken place regularly.

We want your event or activity to be successful, so we will work with you to ensure as best we can that it meets the current guidelines. But a reminder that you are responsible for your planned activities and we will not accept any responsibility for any imposed fines.

Please consider this is also our most recent summary or what has been announced, and as the situation is changing quickly it is also your responsibility to keep abreast of all changes.