



PREFACE

Originally this Code of Practice was produced by the Local Authorities Stock Car Group and the British Oval Racing Safety Executive in 1994.

Its preparation followed discussion between a number of Local Authorities and race organisers to agree reasonable and practical safety precautions, and gave information on the requirement of Health & Safety legislation.

It was intended to guide enforcement officers and race organisers and promote the safe conduct of oval track racing by giving examples of good safety practice.

For 14 years this Code of Practice served the sport well but because of changes in legislation, contact details etc the Oval Racing Council International employed the services of Summerfield Sanders (Health & Safety Consultants) and the BORSE medical consultant Professor Sir Keith Porter FRCS(Ed), FRCS(Eng), FIMC, RCS(Ed), FFSEM(UK) to update the code. This was done in conjunction with race organisers in 2009. Since then further updates have been added culminating in this latest version dated below.

We hope that this document will continue to assist Race Organisers, Enforcement Officers, Race Officials and Competitors to ensure the continued best practice in Health & Safety for Oval Motor Racing in the United Kingdom.

Oval Racing Council International – January 2017

This Code of Practice is regularly reviewed. Please check the website to ensure you have the most up to date version

www.orci.co.uk

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1. INTRODUCTION

- 1.1. This Code of Practice applies to the use of short oval motorcars for competitive off road events such as Stock Car Racing, Hot Rod Racing or Banger Racing, taking place on permanent short circuit oval raceways of up to 500m in length and other similar events. Appendix A describes the nature of these events. The code may also provide guidance in relation to other types of motor racing.
- 1.2. The aim of the code is to reduce the risks to the health, safety and welfare of employees, the public, race officials and competitors. It provides information to race meeting organisers on the standards they should attain when constructing and maintaining a circuit and running race meetings, and advises local authority enforcement officers on the standards which should be expected when carrying out a safety inspection at a racetrack. It is not intended that this document will cover public areas such as grandstands or terracing to which the Safety of Sports Grounds legislation or the Guide to Safety at Sports Grounds (The Green Guide) may apply. Relevant sections of the Health and Safety at Motor Sport Events (HSG112) have been incorporated where appropriate.
- 1.3. The standards described in the code should in all cases be considered to be minimum standards, to be exceeded rather than the levels of safety, which are desirable.
- 1.4. The race organisers should in all cases assess whether the standards described in this code are adequate for a particular set of circumstances, and where appropriate apply a higher standard. Consequently, different arrangements may be appropriate on the same site at different race meetings.
- 1.5. While different options may be described in the code, this should not prevent other solutions from being considered. However, where an alternative course of action is proposed, it will be up to the race organisers to show that the proposals are at least as effective as those detailed in the code.
- 1.6. Where alterations to a racetrack or the way a meeting is organised are being considered, or where an additional risk has been identified, the costs or inconvenience of various proposals should be compared to the risks involved. Where risks are assessed as serious then appropriate time, effort, money and inconvenience must be invested to control the risk to an acceptable level.
- 1.7. It is intended that Organising Bodies and Local Authorities will pay close attention to the code in order to reduce risks to the health, safety and welfare of members of the public, race officials, employees, volunteers and competitors. It is hoped that if difficulties arise it will be possible to resolve them by consultation between the parties concerned in the light of the code.
- 1.8. The guidance contained in this code is not mandatory. It provides information on responsibilities under Health and Safety legislation and gives advice on good practice. However, the ultimate responsibility will always rest with the race organiser to ensure that a site is operated in a safe manner. Compliance with the code does not automatically mean compliance with the law. Only the Courts can interpret statutory legislation with any authority.

2. LEGAL REQUIREMENTS

2.1 GENERAL DUTIES

- 2.1.1 Under the Health and Safety at Work etc., Act 1974, employers have a general duty to ensure, so far as is reasonably practicable the health, safety and welfare of their employees and the health and safety of other people affected by their undertaking, this will include competitors, spectators, contractors, traders, volunteers and marshals / officials.
- 2.1.2 Within oval motor racing tracks, these duties include providing safe spectator areas, a safe pit area, a safe track and safe systems of work. There must also be adequate information, instruction, training and supervision for employees, officials and marshals.
- 2.1.3 Businesses which employ five or more people must have a written health and safety policy statement. This policy should set out key responsibilities and help employers decide on their priorities, detailed health and safety objectives and outline the organisation that exists to ensure that these objectives are met. Each Promoter will have their own Health & Safety Policy, which will apply to their own circuits. This Code is intended to provide a framework within which events are organised. It does not purport to be a Health and Safety Policy or Document for all circuits.
- 2.1.4 The Act and the Regulations made under it are normally enforced by the local authority (local council). An exception to this would be where racing takes place at a track owned or operated by a local authority. In this case the legislation would be enforced by the Health and Safety Executive (HSE).

2.2 REPORTING OF INJURIES DISEASES AND DANGEROUS OCCURRENCES REGULATIONS 1995

- 2.2.1 The law requires that certain accidents, injuries, some diagnosed industrial diseases and certain occurrences to be reported.
- 2.2.2 All reportable accidents/incidents must be reported by going online and completing the form at www.hse.gov.uk/riddor
A copy of your report will be sent to you for your records.
- 2.2.3 What has to be notified?

- a. The death of any person

All deaths to workers and non-workers, with the exception of suicides, must be reported if they arise from a work-related accident, including an act of physical violence to a worker.

- b. Major (specified) injuries
- c. Dangerous occurrences.

The list of 'specified injuries' in RIDDOR 2013 replaces the previous list of 'major injuries' in RIDDOR 1995. Specified injuries are (regulation 4):

- d. fractures, other than to fingers, thumbs and toes
- e. amputations
- f. any injury likely to lead to permanent loss of sight or reduction in sight
- g. any crush injury to the head or torso causing damage to the brain or internal organs

- h. serious burns (including scalding) which: covers more than 10% of the body causes significant damage to the eyes, respiratory system or other vital organs
- i. any scalping requiring hospital treatment
- j. any loss of consciousness caused by head injury or asphyxia
- k. any other injury arising from working in an enclosed space which: leads to hypothermia or heat-induced illness or requires resuscitation or admittance to hospital for more than 24 hours

2.2.4 The above incidents must be notified within 10 days of the accident.

2.2.5 Please note that in the Regulations “accident” includes non-consensual violence towards a person at work e.g. robberies, assault even if between employees. Injuries suffered as a result would be notifiable/reportable if they meet the normal criteria. In the case of assaults at a race meeting the Police would also need to be involved.

Accidents to members of the public or others who are not at work must be reported if they result in an injury and the person is taken directly from the scene of the accident to hospital for treatment to that injury. Examinations and diagnostic tests do not constitute ‘treatment’ in such circumstances.

There is no need to report incidents where people are taken to hospital purely as a precaution when no injury is apparent.

If the accident occurred at a hospital, the report only needs to be made if the injury is a ‘specified injury’

It is also important to obtain the name, address and contact details of the injured person before they are taken to hospital. It may prove very difficult to obtain this afterwards. You should also ensure that you obtain details of anyone who is treated by your first aid supplier before they send them to hospital.

2.2.6 Dangerous Occurrences – a range of near misses are reportable even though no one was injured. Those relevant to race events include:

- Incidents involving, lifting equipment, pressure systems, electrical incidents causing explosion or fire, explosions, biological agents, breathing apparatus, collapse of scaffolding, pipelines or pipeline works.
- Failure of any freight container in any of its load-bearing parts;
- Plant or equipment coming into contact with overhead power lines;
- Any unintentional explosion;
- A road tanker carrying a dangerous substance overturns, suffers serious damage, catches fire or the substance is released;

2.2.7 Reporting out of hours

The HSE telephone service can only be used for reporting deaths and “specified injuries” by calling:-

The Incident Contact Centre on 0845 300 99 23 (Monday to Friday 8.30 -5pm)

- Many events will be held “out of hours” when HSE will not be available. You should have arrangements in place to contact your Enforcing Authority out of hours in the following circumstances:
 - a. A fatal accident;
 - b. Accidents where several workers/others have been seriously injured;
 - c. Accidents resulting in serious injury to a member(s) of the public;

- d. Accidents and incidents causing major disruption, such as evacuation of people, closure of roads, large numbers of people going to hospital etc.

2.2.8 Additional RIDDOR issues for employers

If you employ staff (even for a few hours) and volunteers, the following also have to be reported on-line:

- Over-seven-day incapacitation of a worker - Accidents must be reported where they result in an employee, volunteer or self-employed person being away from work, or unable to perform their normal work duties, for more than seven consecutive days as the result of their injury. This seven day period does not include the day of the accident, but does include weekends and rest days. The report must be made within 15 days of the accident.
- Over-three-day injuries - You do not have to report over-three-day injuries any more but you must keep a record of them.

Specified industrial diseases must also be reported on-line. Where an employee or volunteer is diagnosed by a doctor with an industrial disease like dermatitis, work related asthma or other work related diseases and the employer is notified. It must be reported.

2.2.9 Further information on RIDDOR can be obtained on the HSE website www.hse.gov.uk/RIDDOR

2.2.10 All accidents/incidents must be reported to the ORCi via their dedicated accident website and follow the ORCi Accident Reporting Policy; this policy applies to all employees of ORCi circuits whilst at work. The policy also applies to members of the public, contractors and competitors and volunteers.

2.3 **CONTROL OF SUBSTANCES HAZARDOUS TO HEALTH REGULATIONS 2002**

2.3.1 These Regulations require that employers must carry out a risk assessment for all hazardous substances that are likely to pose a risk to health. These assessments include the risk and hazards involved with particular substances, as well as the safety precautions that are required. Within the Short Oval racing field these regulations will apply to those exposed to substances from car batteries, radiators, waste oil and solvents, timber preservatives or weed killers used in maintenance work.

2.3.2 COSHH: A brief guide to the Regulations IND(G) 136 (Rev5) – revised 10/12 - is available from the HSE website, www.HSE.gov.uk/publications. Other publications covering battery charging, solvents etc are also available.

2.4 **ELECTRICITY AT WORK REGULATIONS**

2.4.1 These Regulations impose requirements in relation to electrical systems and equipment and activities on or near electrical equipment. This will include track lighting, public address systems, etc. Such systems and equipment must be constructed and maintained in a safe condition at all times to avoid danger.

2.4.2 Electrical work must only be undertaken by a person who is competent. This would include anyone who installs, maintains or inspects electrical systems or equipment.

2.4.3 Under the Electricity at Work Regulations, a competent person is someone who has:

- An adequate knowledge of electricity.

- Adequate experience of electrical work.
- Adequate knowledge of the system being worked on.
- Understands the hazards which might arise.
- Knows whether it is safe to continue.

2.4.4 HSE Guidance: Electrical Safety and You IND(G) 231, 08/13 is available from www.HSE.gov.uk/publications.

2.5 RISK ASSESSMENT

- 2.5.1 The Management of Health and Safety at Work Regulations 1999 contain a general requirement to carry out a suitable and sufficient assessment of risk on all activities within an undertaking. This requirement covers all activities and in particular those considered to be hazardous e.g. all aspects of motor racing. Action must be taken for all situations where the risk is significant. Trivial risks can usually be ignored but significant risks are those where the likelihood of injury is fairly high and the severity of any injury or damage could be serious. Risk assessments must be conducted by someone who is competent in identifying risks in motor sport. HSE Guidance: Five Steps to Risk Assessment IND (G) 163(Rev3) 02/12. Each promoter will have their own unique Risk Assessments for their own venues
- 2.5.2 In making an assessment the race organiser will need to decide whether the standards described in this code of practice are adequate or if additional safety measures are required. So that an employer can carry out his assessment properly, the Regulations require that a competent person should be appointed. This can be a person from within or outside the organisation. The controlling bodies for motor sport will often be able to provide assistance.
- 2.5.3 The major points of the risk assessment (that will affect them) must be explained to employees or volunteers who may be affected by the hazards. This is usually explained during their induction.
- 2.5.4 The Management of Health and Safety at Work Regulations also require that an employer make contact with any outside agencies who may need to be called upon in the event of an emergency.
- 2.5.5 Reference should be made to relevant guidance published by the Health and Safety Executive. A useful publication is a document entitled "How to control risks at work" HSG268 pub 2013 (ISBN: 978 0 7176 6587 7)
- 2.5.6 The Workplace (Health, Safety & Welfare) Regulations 1992 require that an employer must establish procedures for the evacuation of premises in the event of an emergency. At sporting events this normally takes the form of a major incident plan. Such arrangements for night time events must be particularly clear and well communicated.
- 2.5.7 A list of references and other documents is contained in Appendix B

3. RACETRACK & SAFETY BARRIERS

3.1 RACETRACK AND INFIELD

- 3.1.1 The racetrack will normally be surfaced with tarmac, concrete, shale or similar. Along with any kerbs which edge the track, it should be kept in a good condition so that the possibility of a substantial piece of material being deflected into areas occupied by members of the public is minimised.
- 3.1.2 In addition to the flag signals, a minimum of four sets of traffic lights, may be provided. Each should have one red, one yellow/amber and one green light. The lights must be sited in suitable positions so that they are clearly visible to competitors. Where racing takes place around the track in more than one direction the lights may need to be turned to face the oncoming cars.
- 3.1.3 Where track marker tyres or similar are used, they must be of a type which is not likely to be deflected into public areas or infield areas where marshals/photographers might stand and in the event of a car hitting them will not result in them clearing the safety fence either directly, or as a result of a “roll-over”. It is suggested that they should be a minimum of 600mm (2') high when lying down. Tyres, other than earth moving type tyres, or those filled with earth or sand, should be loosely tied together with chain or similar, to stop them being ‘launched’ if hit by a moving vehicle.
- 3.1.4 The centre green or infield area must as far as possible have an even surface and be free from tripping hazards. Where possible suitable protected areas must be provided for marshals and drivers who have left their cars, for example, by means of earth banking or marshals posts constructed from “Armco” barriers or similar. It is recognised that at some racetracks where the centre green is used for other activities, for example football or rugby, this may not be possible. The number of persons allowed on the centre green should be kept to a minimum.
- 3.1.5 Where marshals are sited around the perimeter of the track, the areas occupied by them should have a level surface and be free from tripping hazards. Marshals should only be sited in positions from which they have a satisfactory escape route in the case of emergency, e.g. a car impacting the safety fence. Consideration should be given to the need to protect marshals from flying objects when they are in this position.
- 3.1.6 The racetrack, infield and all areas within the spectator barrier must be designated as no-smoking areas.
- 3.1.7 Where photographers are permitted on the infield they must be restricted to areas which are considered safe and numbers must be restricted (see 9.2 & 9.3)

3.2 SAFETY BARRIERS

- 3.2.1 Between the racetrack and all areas which may be occupied by members of the public the following must be provided:
- A safety fence
 - Catch netting
 - Spectator barrier where necessary

3.3 SAFETY FENCE

- 3.3.1 The purpose of the safety fence is to prevent a race car from leaving the track area. The fence should be constructed to withstand the impact of all cars racing

at the track. It should also be of sufficient height to prevent cars from passing over it. As far as possible, the line of the safety fence should be such that if under normal circumstances a car collides with it, this happens as a sliding impact, i.e. cars should not hit it at a 90° angle. The safety fence should be inspected regularly as detailed in Section 8.

- 3.3.2 Safety fences are normally of a solid construction i.e. steel plate, concrete or Armco barrier or of a suspended type constructed of steel cable mounted on metal posts. The latter type is normally found at stadia used for greyhound racing. In the case of 'unconventional' fences (tyre walls, interlocking concrete sections etc.), these will need to be assessed on the effectiveness of vehicle containment and on the safety of competitors, officials and spectators, i.e. is it fit for purpose as in 3.3.1 above.
- 3.3.3 The following are examples of safety fences, which have been found to be effective by race organisers. It is the race organisers' responsibility to ensure that the safety fence meets the requirements of paragraph 3.3.1. A tolerance of 5% will be allowed on the following measurements.
- 3.3.4 **A barrier of a permanent type, having a continuous smooth face of at least 600mm in height.**
- This will be constructed of either heavy duty Armco (motorway crash barrier) or steel plate of a minimum 6mm gauge.
 - The barrier described above must be anchored to a concrete wall or attached to RSJ's (minimum 150mm x 100mm) or bull head main line railway line. The maximum spacing of posts is 3658mm apart.
 - Barrier must be backed up behind with compacted soil to 2 metres from the solid barrier rearwards or preferably with 400mm of reinforced concrete.
 - Where the height of the solid steel barrier does not reach 1220mm from the track surface, one or more tensioned steel wire ropes must be added.
 - The steel wire rope should be a minimum diameter of 22mm and mounted through or on the track side of posts to the specification noted above. However, wire rope of a smaller diameter may be used where it the promoter has satisfied themselves that the cable is of an equivalent standard.
 - If fixings are used, they should be a minimum of 22mm wire rope grips.
 - Posts for the mounting of steel wire ropes above a solid steel barrier must be secured in a base which is capable of withstanding likely impacts and not more than 7.8m (26ft) apart.
 - The number of steel wire ropes must be such as to achieve a maximum spacing of 450mm between top of the solid barrier and the other steel wire ropes and to achieve a minimum total height above track level of 1220mm at the start of the meeting. The steel wire ropes should be adequately tensioned at all times.
 - The top of the posts must not protrude more that 75mm above the top rope.
 - From 01.01.10 new venues using permanent safety fences as described above where barrier is not bolted to a concrete wall or backfill, must have additional posts a maximum of 1830mm apart. Furthermore if Armco is used it must be laminated i.e. double layered.
- 3.3.5 **A barrier consisting of at least four strands of tensioned steel wire rope.**
- The steel wire rope (specification as stated in 3.3.4) must be supported by RSJ of minimum size 150mm x 100mm or bullhead mainline railway line and located on the track side of the posts.

- The posts should not be more than 7.8m apart and should be secured in a base, which is capable of withstanding likely impacts, and must reach a minimum of 910mm into the ground.
- The minimum height of the barrier is 1220mm from the track surface. The top steel wire rope must not be more than 75mm from the top of the posts. The bottom steel wire rope must be between 150mm x 450mm from the track surface.
- The spacing between the steel wire ropes must not exceed 450mm.
- The cables should be adequately tensioned at all times.
- All measurements should be made at the start of the meeting.

3.3.6 The entrance gate to the track must be the same height as the safety fence and constructed to withstand similar impacts. Where a solid type fence is used it will normally consist of a solid metal "gate". Where a cable type fence is used it will normally consist of lengths of cable joined and tensioned. A combination of the two may be used. The gate must be fully and properly secured at all times when racing or practice is in progress. Where racing takes place in one direction only, a suitable overlap between two lengths of safety fence may be used as track access and no gate is then required.

3.3.7 Where the safety fence becomes severely damaged during the course of a race and is not capable of carrying out its intended function, the race must be suspended immediately, (see Section 9.8) and proper repairs carried out. Similarly where at the end of a race the fence is found to be damaged, it must be properly repaired before the track is used again. Race organisers should take this into consideration when considering the type and design of fence to be installed.

3.3.8 Wherever necessary suitable barriers and/or gates, and an adequate number of marshals, should be provided alongside the pit lane and in particular at the point where race cars enter the track to prevent risk of spectators coming into contact with moving vehicles. However no marshals must stand directly 'behind' the pit gate whilst racing is in progress.

3.4 CATCH NETTING

3.4.1 Catch netting will normally be required between the track and all areas which may be occupied by members of the public. Where other arrangements are made it will be up to the race organiser to show that adequate measures have been put in place to protect the public. It must be of sufficient strength to withstand the impact of wheels or other debris and of sufficient height to prevent them passing over it. The following specification is recommended as a minimum.

3.4.2 As a minimum the netting should be constructed of wire pig netting, chain link fencing or similar. Where other types of catch netting are being erected the maximum aperture should be 150 x 150mm (6" x 6") but must be of steel construction and minimum 2mm gauge.

3.4.3 The minimum height is 2.4m (8') above the track surface. However, if the netting is set back from the safety fence or if there is evidence that items have gone over the top of it consideration should be given to increasing this height.

3.4.4 The netting must be supported by posts of adequate strength and spacing to enable it to carry out its function properly. Where appropriate the fence should be supported by strainer wires or metal supports such as a framework constructed of angle iron to prevent sagging. Arrangements must be made to allow drivers to exit the racetrack or allow access for marshals in an emergency. A gap may be left between the ground and the lower edge of the netting to allow drivers or marshals to pass beneath it. These gaps should be signed or arrowed from

trackside. Alternatively overlapping sections or suitably placed exit gates may be used. However these measures should not break the continuous protection the netting provides.

- 3.4.5 The catch netting must be maintained in good condition. If it becomes damaged during the course of an event, it must be properly repaired or spectators who may be put at risk moved from the affected area.
- 3.4.6 Signage should be provided to advise spectators to NOT climb nor put their fingers through the catch fencing.

3.5 SPECTATOR BARRIER

- 3.5.1 The purpose of this barrier is to prevent members of the public from entering restricted areas. It is also designed to ensure that the public are not able to stand immediately behind the catch fencing if it is less than 2 metres from the track. If catch netting is also used as a Spectator Barrier it must be over 2m (6'6") behind the Safety Fence and Race Organisers must assess any risks associated with doing this. Spectator Barrier should be a minimum of 900mm (3') high and of such a construction as to prevent individuals, and in particular young children from passing through or under it.
- 3.5.2 Marshals should be trained to check for spectators in prohibited areas and be able to move them to more acceptable areas.
- 3.5.3 Where spectators' vehicles are parked close to the racetrack there must be an adequate gap left for access and egress of spectators between the front of the parked cars and the spectator fence.

3.6 PIT AREA

- 3.6.1 A pit area of adequate size to accommodate the race vehicles and transporters must be provided. There must be sufficient room to allow racecars to move to and from the racetrack safely and for transporters to manoeuvre safely when arriving and departing. The surface of the pit area must be free from tripping hazards and adequately drained.
- 3.6.2 The pit area is a potentially dangerous place due to the presence of moving vehicles, flammable liquids and hazardous equipment. The race organiser must assess whether it is safe to allow members of the public and in particular children access to the pit area and make suitable arrangements. Different arrangements may be appropriate on the same site at different race meetings (See also Para 3.6.5).
- 3.6.3 The race organiser should take into account the size of the pit area, the number of race vehicles and transporters present and the number of spectators likely to attend the meeting when drawing up their safety plans.
- 3.6.4 A speed restriction of 5mph must be imposed on ALL vehicles. Suitable signage and driver information sheets must reinforce this restriction.
- 3.6.5 Smoking in the Pit Area is restricted. This applies to Drivers, Mechanics, Marshals, Officials and the General Public (where applicable). Suitable notices must be displayed at all entry points as far as is practicable. Organisers are encouraged to designate a safe Smoking area or areas within or adjacent to the Pits. These should be clearly identified with signs and supplied with adequate means of extinguishing cigarettes. A Fire Point (as described in section 4) should be close by. Smoking is permitted on walkways within the Pit area where these are a minimum of 2 metres from any competition car or equipment. Where drivers

or mechanics wish to smoke within their tow vehicle or transporter and it is safe and legal to do so, this should be permitted.

- 3.6.6 All fuel within the pit area, other than in the petrol tanks of racecars must be in an approved container, clearly marked “HIGHLY FLAMMABLE PETROLEUM SPIRIT” and fitted with a screw or other suitable safety cap. When not in use it must be stored in the racecar transporter or tow vehicle. The maximum capacity of any container must be 5 gallons. During refuelling the driver must vacate the racecar and the engine must be stopped. They must ensure that all members of the public are cleared from the area and a suitably trained person must stand by with a fully operational and suitable fire extinguisher.
- 3.6.7 Suitable signage should be provided throughout the pit area warning the public that motorsport is dangerous. These signs are available from the ORCi. A spectator must see at least 3 motorsport is dangerous signs between entering the venue and standing trackside OR walking in the pits.

3.7 LIGHTING

Where the race track is to be used during the hours of dusk or darkness, adequate lighting must be provided to all parts of the track, infield and pit area. Where, for example in late afternoon during winter months, there is a possibility of the track or pit area being used when light levels are poor, either adequate lighting must be provided, or the meeting start/finish times adjusted accordingly. The Chartered Institution of Building Services Engineers Lighting Guide: Sports, detailed minimum lighting levels for speedway tracks. Given the similar nature of the sports it is suggested that this document may be used for guidance. In addition emergency lighting should be provided in public areas in accordance with Guide to Safety Grounds ('The Green Guide').

3.8 PUBLIC AREAS

This code is not intended to provide information on safety precautions for areas occupied by members of the public. These are covered by the Safety of Sports Grounds legislation and the Guide to Safety at Sports Grounds ('The Green Guide'). The Green Guide was originally written following disasters at football stadia, and states that “a flexible approach should be maintained to take account of the individual nature of grounds”. Suitable signage should be displayed at the entrance to and throughout all public areas. The new edition of the “Green Guide” updates the fourth edition following a detailed review that went back to first principles. It includes the growing emphasis on the use of risk assessment by sports ground management to enable it to identify and implement the measures necessary to ensure the reasonable safety of spectators. This is reflected in the new edition.

3.9 RACE CONTROL

- 3.9.1 Suitable accommodation must be provided for the Steward of the Meeting (or equivalent). It must have a clear and uninterrupted view of all parts of the racetrack. Adequate artificial lighting must be provided at night or during dusk.
- 3.9.2 There must be two way radio communications between Race Control and all Senior Officials, the Starter and all Race Track and Pit Marshals. In addition a telephone connection (mobile or landline) must be available within Race Control at all times.
- 3.9.3 Where fitted the controls for the race control lights must be situated in a position convenient for the Steward (or equivalent).

- 3.9.4 Where the race control accommodation is located above ground level, its construction must be such that there is no risk of persons falling from it, and a safe means of access and egress must be provided.

4. FIRE PRECAUTIONS

- 4.1 A minimum of four fire points must be provided around the track or on the infield. They must be equally spaced, as far as possible, and readily accessible to marshals and officials. Each fire point must contain a dry powder type fire extinguisher, minimum capacity 3Kg. In addition an AFFF (Aqueous film forming foam) type fire extinguisher, minimum capacity of 9 litres, must be provided at all of the fire points.
- 4.2 A suitably sized fire blanket must be available close to the track at all times.
- 4.3 A fire point shall be provided in the pit area. The fire point must consist of a minimum of:
 - 1 x Dry powder extinguisher, minimum capacity 3 Kg.
 - 1 x AFFF extinguisher, minimum capacity 9 litres.
- 4.4 Suitable arrangements must be made to prevent the equipment being stolen or tampered with and to protect it from inclement weather.
- 4.5 Additional fire fighting equipment must be provided for stands, catering outlets etc, and should not be considered as part of the trackside equipment.
- 4.6 Replacement extinguishers etc, must be provided to allow the meeting to continue should some of the equipment be used.
- 4.7 Fire fighting equipment should be checked before the start of each meeting to make sure that it is in good working condition and that it has been fully maintained. It should be formally inspected at least annually.
- 4.8 All marshals using fire fighting equipment must be fully trained and records kept.

5. FIRST AID

- 5.1 Suitable First Aid arrangements must be made to deal with acute illness and injuries, which may occur to competitors, officials or members of the general public.
- 5.2 The following arrangements are separate to any which may be required by the Safety at Sports Grounds legislation.
- 5.3 All motor sport demands skilled first aid and medical care and where necessary a prompt removal to hospital. The minimum provision should be either: Paramedic (HPC Registered), Advanced Emergency Medical technician/Remote Medic, or Doctor with experience in pre-hospital care, plus ambulance and crew.
- 5.4 Appropriate and suitable equipment must be provided to support life and prevent worsening of acute illness and injuries. This can be provided in the ambulances or by transportable equipment kept at the track.
- 5.5 The BORSE medical consultant, Professor Sir Keith Porter FRCS(Ed), FRCS(Eng) FIMC RCS(Ed), FFSEM(UK) in consultation with the Faculty of Prehospital Care at the Royal College of Surgeons of Edinburgh has recommended the following equipment:

Ambulance Equipment

Oxygen with spare full cylinder	Scoop stretcher
Entonox for pain relief	Spinal Board
Cervical Collars	KED or equivalent
Blankets	Extrication device
Carrying canvas	Carrying chair
Trolley Cot	Pelvic Splint
Limb box splints	Traction Splints
FRAC straps or equivalent	AED defibrillator
Pulse Oximeter	First Aid kit

Medical Equipment

- Trauma oxygen masks
- Suction unit and catheters
- Airway adjuncts (oropharangeal and nasopharangeal)
- Equipment for bag, valve mask ventilation
- Intubation equipment including laryngoscope and spare batteries, endotracheal tubes, catheter mount, tape to secure tubes and bougie
- Laryngeal mask airways
- Equipment for needle cricothyroidotomy
- Equipment for surgical airway
- Asherman chest seal
- Chest drainage equipment
- Intravenous cannulas
- Intravenous fluids
- Fixation to secure cannulas
- Drugs to facilitate the delivery of care within the competence and legal framework of the provider. Desirably this should include the ability to provide the following intravenous opiate analgesia
 - Anti emetic
 - drugs to manage chest pain, cardiac arrest, anaphylaxis, fitting and diabetic emergencies

- 5.5.1 Equipment should be provided to deal with both adult and paediatric emergencies
- 5.5.2 Those providing First Aid/Medical care should be equipped with appropriate Personal Protective Equipment (Helmet, ear protection, goggles, gloves, reflective jacket, overalls, appropriate footwear etc)

5.6 FIRST AID POST

- 5.6.1 At circuits distant from the nearest hospital a first aid post is ideal to enable treatment to continue off the track and prior to transfer to hospital or for simple observation and treatment of minor injuries and illnesses. Equipment should include a trolley or stretcher, first aid box, blankets, pillows, hot and cold running water, heating and lighting.
- 5.6.2 For pre-meeting practice or testing there should, as a minimum be a suitably trained first aider and the first aid/medical post should be open. IF there are large numbers of competitors or the local ambulance service is not nearby, it is recommended that organisers have an ambulance on-site.
- 5.6.3 A replacement ambulance and equipment must be provided for ambulances / equipment being used for the conveyance of persons to hospital.
- 5.6.4 For all race meetings an ambulance must be present.
- 5.6.5 Fast, easy and well maintained access to the track and exit from the site must be provided for first aid equipment / ambulances.
- 5.6.6 Telephone access (land line or mobile phone) and details of receiving A&E departments should be displayed within the first aid post.

5.7 RESCUE / RECOVERY EQUIPMENT

- 5.7.1 Appropriate equipment capable of cutting through door pillars and roll cage supports must be readily available at all times when the track is in use, for use in an emergency, such as freeing a driver from a car. It should be of a type, which does not pose a risk to the driver.
- 5.7.2 All operators should be trained in motorsport extrication procedures and may be approved by ORCi for this purpose

6. RACE CARS

- 6.1 A race organiser must ensure that comprehensive construction regulations are in force for all types of car using the racetrack. A Rule Book should be issued annually to all drivers and officials and any major intermediate revisions notified to them in writing.
- 6.2 The regulations must include at least the following:
- 6.2.1 Roll cages and constructional standards: An adequate specification for each type of race car, taking into account the type of racing, weight and power of the cars.
 - 6.2.2 Seats must be securely fitted and a suitable head restraint installed.
 - 6.2.3 Safety Harnesses: The minimum standard for all types of racecar is a five-point harness, with the exception of Bangers or similar where a four-point harness is acceptable. Suitable mounting points must be specified. It is recommended that detailed guidance on the installation and maintenance of safety harnesses should be included in the rule book.
 - 6.2.4 Brakes: All cars must be fitted with an adequate braking system.
 - 6.2.5 Fuel tanks: Where the racecar is constructed from an ex road car, the removal/drainage of the petrol tank must be required where appropriate. The maximum capacity of any fuel tank is 5 gallons. All fuel tanks must be fitted with a screw type or other suitable cap.
 - 6.2.6 A suitable specification should be imposed for fuel lines, their routing and fuel shut-off taps.
 - 6.2.7 A suitable firewall must be positioned between the engine and the driver.
 - 6.2.8 Batteries: Must be properly secured to prevent movement in the event of a crash or the vehicle overturning. Batteries must be enclosed or covered with an acid proof material such as rubber sheeting.
 - 6.2.9 Electrical System: On/Off ignition wiring must be through a suitable switch, which must be positioned so that the driver can reach it while strapped in. The switch must be clearly marked so that it can be seen by a Safety Marshal in the event of an accident. It is not acceptable to use exposed wires for ignition systems because of the risk of a spark causing a fire.
 - 6.2.10 Silencers: In order to reduce the levels of noise to which drivers, mechanics, race officials and members of the public are exposed; all cars must be fitted with an effective silencing system. Where necessary it must be shielded to prevent any risk of the driver coming into contact with it. The silencing of cars is subject to restrictions issued annually by the ORCi.
- 6.3 Special consideration should be given to the requirements necessary for non-routine events such as a figure-of-eight Banger races, rollover events or Destruction Derbies and the appropriate measures taken – ie. Caravan races: The front windscreen opening of all cars must be fitted with a suitable mesh to prevent entry of debris.

7. DRIVERS

- 7.1 All drivers must be licensed by the race organiser or a recognised controlling body. They must be satisfied of a driver's capability to drive the particular type of racecar. To be considered for a licence all drivers must complete a suitable application form, which must include name, address, age, and a suitable medical self-declaration stating that they do not suffer from any condition, which may constitute a danger to themselves or others. A suitable upper age limit should be imposed. Where a driver is under the age of 18 the form must also be signed by a parent or guardian.
- 7.2 Where relevant, a driver should only be allowed to compete in certain formula after having gained experience in the lower capacity formula.
- 7.3 The minimum age limit for senior formulae should be 16 years. Junior formulae should feature children within restricted age ranges, i.e. Mini Stox from 11 years to 15 years – inclusive and Ninja Karts/Micro Stock Cars from 7 years to 11 years inclusive.
- 7.4 No person shall be allowed to drive while under the influence of alcohol or drugs.
- 7.5 Races such as mechanics or ladies races must not take place without the drivers being licensed.
- 7.6 Helmets must be worn and properly fastened at all times during racing and practice. These should be to a minimum standard published at the start of each year by the ORCi on their website and in Formula rule books.
- 7.7 Suitable overalls, gloves and balaclavas, must be worn during racing and practice. The minimum standard for all items is flame retardant e.g. Proban protected.
- 7.8 It is recommended that drivers consider the use of neck supports for racing. There are a number on the market and drivers need to assess their requirements based on factors such as physical size, formula etc. In certain formula rule books the use of head restraints are mandatory.
- 7.9 Passengers should not be carried in race cars in competitive events unless a full Risk Assessment is undertaken and organisers are satisfied that there are no additional risks involved.
- 7.10 All drivers in Junior Classes (under 16 years of age) are required to complete a Junior Competence Assessment test before they are allowed to be licensed and compete in a race event. The test consists of a written, multiple choice set of questions generally covering aspects of racing and what is expected of the driver. Section 2 covers the safety of the driver in terms of PPE and fitment into the race vehicle. At some point within the following practical parts of the test the driver is tested for a 'quick evacuation' to ensure that in the case of extreme emergency, they that they are able to evacuate the vehicle suitably quickly. Competence in manoeuvring the vehicle within the confines of the pit area is covered and precedes a track driving test emulating race conditions and checking that the driver acts appropriately to flag signals and monitors general track etiquette.

CONTROL OF EVENTS

8. OFFICIALS

- 8.1 The following officials must be available throughout every meeting
- Steward (or equivalent)
 - Clerk of the Course/Senior Safety Marshal (or equivalent)
 - Start Marshal
 - Track Safety Marshals – minimum of 3
 - Scrutineer(s)
 - Commentator
 - Pit Marshal(s)
- 8.2 Adequate officials must also be available during pre meeting practice sessions, including an official to take overall control.
- 8.3 No individual shall act in more than one capacity at any one time during any one race meeting. The minimum age for an official is 18 years, or 16 years for a trainee.
- 8.4 The duties of each of the officials are normally as follows:
- 8.5 Steward (or equivalent): The steward must be present in race control at all times when racing is in progress. He/she is responsible for enforcing the racing regulations, and in particular race control procedures.
- 8.6 Clerk of the Course/Senior Safety Marshal (or equivalent): Must be on the infield or some other suitable position at all times when racing is in progress. Responsible for supervision of Track Safety Marshals and taking appropriate steps in relation to race control procedures.
- 8.7 Start Marshal: Sited on a suitable rostrum behind the safety fence or a similar suitable position. Responsible for appropriate measures in relation to race control procedures and in particular giving flag signals to competitors and other officials on the instruction of the steward, except when starting a race.
- 8.8 Track Safety Marshals: The Track Safety Marshals must be suitably placed around the perimeter of the track or on the infield and positioned so as to minimise risks to their safety. However it is recognised that in order to be effective they must be in a position where their flag signals are clearly visible to competitors. Their other main role is to advise the Steward (or equivalent) via their radio, of a dangerous situation, e.g. when a driver is injured or where a wheel or debris is on the track.
- 8.9 Scrutineers: The scrutineers will carry out a safety inspection on all race cars and drivers' equipment, prior to racing, with reference to the appropriate regulations. It is appreciated that this inspection cannot be exhaustive and it must be made clear to all drivers that they are responsible for presenting a car which has been constructed in a safe and proper manner ready for racing. Where the scrutineer finds a car which is unsatisfactory they make sure that it is not used for racing or where appropriate, pre meeting practice, and they must inform the Steward of the meeting accordingly. Before each race, they, or a track marshal, must ensure that a visual check is made of the driver's helmet and that their harness is properly fastened. An adequate number of suitably trained scrutineers must be on duty at every race meeting. Scrutineers also carry out their duties throughout the meeting and sometimes after it has ended.

- 8.10 Commentator: The commentator should be in contact with Race Control at all times from when racing commences. He/she should be available to make safety announcements to the public that are required by the Steward of the meeting or Safety Officer.
- 8.11 All event officials must be experienced in the sport and must have spent time learning their role and passed the relevant ORCi examination. All officials should have a copy of this Code of Practice, any venue specific guidelines and should be trained/briefed at least once per year on the safety requirements of the track and the ORCi.

9. EQUIPMENT

- 9.1 The Clerk of the Course/Senior Safety Marshal (or equivalent) and Track Safety Marshals must be provided with suitable high visibility overalls which should as a minimum be made of a flame retardant material. Where waterproof clothing is provided for use in wet weather, this must also be of a bright colour. It must be worn in ADDITION TO and not INSTEAD OF the regulation flame retardant overalls. All officials and marshals should be made aware of their responsibilities regarding their equipment and clothing to be worn at race events and practice sessions. Outside Flag Marshals must wear hard hats and visors/safety goggles.
- 9.2 Where other persons such as photographers or first aid personnel are present on the infield the race organiser must ensure that they are wearing suitable high visibility clothing.
- 9.3 These additional personnel must be kept to a minimum with the maximum number of 4 photographers on the infield at any one time. All personnel must have signed in and been briefed on safety related matters prior to them being permitted on the infield.

10. TRAINING

- 10.1 All officials and marshals must receive suitable training appropriate to their post. This should take place on at least a bi-annual basis with either a 'refresher' meeting during the season or regular officials' briefings prior to race events. The training should be carried out by suitably qualified or experienced persons.
- 10.2 All officials and marshals should be aware of the appropriate rules, regulations and risk assessments, personal protection, practical fire training, basic first aid and procedures in relation to the emergency plan, where appropriate to their duties.
- 10.3 Suitable training must be provided for personnel using cutting equipment etc.
- 10.4 The race organiser must maintain records of the training of all officials and marshals and make them available to enforcement officers on request.
- 10.5 Governing Bodies of the sport should provide a Train the Trainer programme scheme to ensure all Trainers are briefed in current legislation and best practice.

11. ANNUAL & ROUTINE INSPECTIONS

- 11.1 The race organiser must arrange for a full and detailed examination of the race track, safety fence, catch netting, equipment and procedures detailed in the Code to be carried out at least once every two years by a competent person (appointed by the Sports Governing Body). A copy of the current report must be kept on file and produced for examination by enforcement officers on request.
- 11.2 A similar inspection must be carried out at a new racetrack prior to its use, or where significant alterations to a circuit or equipment have been made e.g. where a new safety fence or catch netting has been installed.

- 11.3 Before each race meeting, the race organiser must ensure that a detailed inspection of the racetrack, safety fence, equipment, etc, is carried out by a competent person and that the requirements of this code have been complied with. Suitable records must be kept for inspection by an Enforcement Officer. It is suggested this could be in the form of a checklist. Example is shown in Appendix D.

12. CLASS OF CARS USING TRACK

- 12.1 The race organiser must ensure that all cars using the racetrack for racing or practice at any one time are of a similar type, weight, engine power and constructional standards. It may be appropriate to impose upper and lower engine or weight **limits**, e.g. it would not be appropriate to allow a Jaguar saloon and a Mini to compete in the same Banger event.

13. SCRUTINEERING

- 12.2 Before being used for racing or practice every car must be examined by a Scrutineer to ensure that the car and the driver's safety equipment comply with the appropriate regulations. Where this is not the case the car must not be used until the defect(s) has/have been remedied.
- 12.3 In order to allow the Scrutineer(s) adequate time to inspect all cars properly, drivers must be required to present their car for scrutineering an adequate length of time before the first race. They must always take their Log Book with them to scrutineering. Reference should be made to paragraph 8.9

14. SYSTEM OF RACE CONTROL

- 14.1 The race organiser must establish an effective system of race control and issue suitable racing regulations to all officials and competitors. This should include the degree of contact between cars which is permitted for each type of racing.
- 14.2 The race organiser must ensure that all necessary officials and marshals are present at each meeting and that they are properly trained
- 14.3 A suitable means of communication must be established using radios, telephones, flag signals etc.
- 14.4 Suitable procedures must be established for dealing with such incidents as an injured driver, an overturned car or a wheel or debris on the track. This will normally require the Steward to impose an immediate race suspension or period of caution (i.e. slow all cars to rolling lap speed).
- 14.5 An effective system must be put in place for dealing with drivers who fail to comply with racing regulations.
- 14.6 The following flag/traffic light signals are commonly used:
- **Green** flag/green lights: Track clear for racing.
 - **Yellow** flag held steady by marshal: Warning to other competitors that there is a car or cars on track which are stationary and may create an obstruction on the track - continue racing with care. This is also used in Full Contact Banger racing to indicate that a driver is still in his/her car but is no longer able to take part in the race.
 - **Waved yellow** flags/flashing yellow lights – race suspension: All competitors must slow to rolling lap speed immediately and continue with caution in single file until

the incident has been dealt with or is instructed to stop by marshals. NB This flag is not normally used in Full Contact Banger Racing.

- **Red flag/red lights:** All drivers must, with car, slow down immediately and stop as soon as it is safe to do so.
- **Chequered flag:** Race winner has completed race distance.
- **Black Flag:** Driver disqualified and must leave the track immediately.
- **White flag with Red Cross (X):** Technical Disqualification Flag. This is used to signal to a driver that they have a problem with their car and must immediately retire to the infield or safe area.
- **White flag with Blue Spot:** Used to warn drivers that there is oil on the track. Drive with care but racing continues.
- **Other** coloured flags are used to inform drivers of various things. The meaning of these flags must be included in driver rule books or advised on raceday information notes.

15. SPECIAL EVENTS

- 15.1 Where special events such as Firework Displays etc, are to take place the race organiser must ensure that suitable safety precautions are in place, a risk assessment is produced and that all relevant persons are suitably trained. In the case of a Firework Display, Local Authority permission maybe required.
- 15.2 Vehicle Testing (non race days). Where a track is used for the testing of vehicles on non race days it is up to the organiser to assess what staff and medical cover is required. This will depend on the number of vehicles involved. Organisers are strongly advised to carry out their own Risk Assessment for Testing Days.

16. DOCUMENTATION

16.1 HEALTH & SAFETY POLICY

- 16.1.1 This is a written document which aims to set out the business's responsibilities towards the provision of a safe work place for its employees and anyone else who visits the premises e.g. members of the public, competitors, outside contractors and volunteers. The documents should consist of the following:
- 16.1.2 A brief outline of what the business does together with a general statement of the Company's commitments to providing a safe work place. It should also make reference to the company's risk assessment which describes how the hazards posed by the operation of the business have been assessed and how the risks are to be minimised or eliminated.
- 16.1.3 A diagram showing the chain of responsibility for safety. In this instance it would be useful to have one for general management and a separate diagram showing who is responsible during a race meeting.
- 16.1.4 A section dealing with the general arrangements for the provision of
- First aid – who the trained staff are, where they and where the first aid equipment is located.
 - Accident book – where it may be found and to whom the accident should be reported. Details of those accidents, which must be reported, is given in section 2.2. Further information is available from your local Councils Environmental Health Department.
 - Fire safety – location and maintenance of equipment.
 - Specialist consultants and their areas of expertise.

- Access and egress– for the public, competitors, emergency services, officials.
- 16.1.5 Training records – details of the training requirements of officials, other members of staff and possibly competitors should be set out. A training record for each official should be kept detailing when, where and how he received the training. A note should be made of whether refresher courses are required and when these should take place.
- 16.1.6 Major incident plan – this should be drawn up following discussions with the emergency services and the Local Authority. It should detail the procedure to be followed if there is an incident, which cannot be dealt with, by the first aid and rescue services on site.
- 16.1.7 General hazards should be described and how they are to be dealt with e.g.:
- Waste disposal
 - Maintenance of building and track
 - Cleanliness of buildings and other areas
 - Inspection of all equipment including cutting and portable electric, - what, who, when and where
 - Storage of petrol in the pits
- 16.1.8 Provision, maintenance and use of all equipment provided e.g. tractors, towing and lifting equipment, and tools for use by employees. NB Work equipment should only be used by authorised staff or volunteers and should not be available for use by competitors, contractors or others.
- 16.1.9 Special hazards should be described and how they are to be dealt with e.g. Control of Substances Hazardous to Health (COSHH); see section 2.3. These are substances, which can cause skin irritations, affect breathing and cause long-term illness through regular exposure. All such substances must be assessed in order to determine the hazard and the potential risk of health. Most of the products used in motor sport will be clearly labelled with safety advice on how to use them. Attention must be drawn to employees and anyone else expected to use them of the safety precautions required when using the product. Suppliers and manufacturers of substances hazardous to health are required by law to provide a “Material Safety Data Sheet” (MSDS) setting out the essential safety information. It is important to look at these closely.
- 16.1.10 They will explain what safety precautions must be taken; what protective equipment to wear, if the substance is flammable, what to do in the event of a spillage or if gets onto the skin or in the eyes etc. Copies of the MSDS should be kept for reference. It is also good practice to keep a “grab folder” that can be taken to hospital with the casualty if anyone affected by the substance.
- 16.1.11 It should be noted that many of the above topics may only need to have reference to this code.

APPENDIX A: DIFFERENT FORMULAS OF RACE CAR

The following is provided as guidance for enforcement officers. It is not intended to be an exhaustive list of all the different formulas, but should give an indication of the various classes of car racing throughout the country.

Race cars can either be based on ex-road going saloons or may be purpose built "specials". In racing for some formulas, contact, i.e. the limited pushing and spinning of other cars is permitted, whilst in the non-contact "Hot Rod" formulas it is forbidden. Full contact Banger Racing allows the deliberate 'fencing' of cars and meetings often end with a Demolition Derby. The following is not a complete list of all formulas but those that are not listed will be a variation of those shown.

Full Contact Formulas

- **Bangers:** Ex-road going saloons. There are a variety of different restrictions on engine size and the amount of reinforcement allowed.

Contact Formulas

- **Rookie Bangers:** Ex-road going saloons. This is regarded as an introduction formula for those who are new to the sport. Limited contact is permitted.
- **Formula One Stock Cars:** Purpose built race cars, powered by American V8 engines often in excess of 6000cc.
- **Formula Two Stock Cars/Superstox:** Purpose built race cars fitted with 2000cc engines.
- **V8 Hot Stox/Spedeworth F1:** Similar to Formula One Stock Cars, but fitted with unmodified V8 engines.
- **Ministox:** Armoured cars based on the Mini Saloon, raced by children from their 11th birthday up to their 16th birthday
- **Saloon Stock Cars:** Ex-road going saloon cars which are armoured for durability. Engine capacity may be limited between 1300 to 2000cc.
- **Rebels:** Purpose built 5/8 scale armoured saloon cars with Reliant Robin engines.

Non-Contact Formulas

- **Lightning Rods:** Rear wheel drive saloon cars, maximum engine capacity 2000cc.
- **National Hot Rods:** Space framed saloon cars with highly tuned 2 litre engines, racing on slick tyres.
- **Hot Rods:** Race prepared saloon cars powered by 1600 – 2000cc engines.
- **Legends:** Purpose built 5/8 scale American gangster cars with Yamaha 1250cc engines.
- **Midgets:** Purpose built single seat race cars with highly tuned 1350cc engines which race on slick tyres.
- **Stock Rods:** A formula based on small saloon cars, maximum engine capacity 1400cc.

APPENDIX B: LIST OF DOCUMENTATION

The major source of health and safety information, guidance and law is the Health and Safety Executive who have a dedicated publishing operation. Local authority Inspectors will also use HSE information. Whilst race organisers must maintain good relations with their local authority Enforcement Officers, the main information source is the HSE.

Many of the following documents are available to download free of charge from the HSE website. Other Publications may be purchased via the HSE website.

Legislation

- Health & Safety at Work etc. Act 1974
- Management of Health & Safety at Work Regulations 1999
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013
- Control of Substances Hazardous to Health Regulations 2002
- Workplace (Health, Safety and Welfare) Regulations 1992
- Electricity at Work Regulations 1989
- Safety at Sports Grounds Act 1975
- Provision and Use of Work Equipment Regulation 1998
- Personal Protective Equipment at Work Regulations 1992
- Manual Handling Regulations 1992
- Lifting Operations and Lifting Equipment Regulations 1998

Further reading

- INDG259 **An introduction to health and safety** 2003 978 0 7176 2685 4
- INDG449 **Health and safety made simple** The basics for your business **NEW** 2011 978 0 7176 6448 1
- INDG275 **Managing health and safety** Five steps to success 1998 978 0 7176 2170 5
- INDG345 **Health and safety training** What you need to know 2001 978 0 7176 2137 8
- INDG417 **Leading health and safety at work** 2007 978 0 7176 6267 8 Leadership actions for directors and board members
- INDG420 **Getting specialist help with health and safety** 2011 (Web only)
- **Essentials of health and safety at work** (Fourth edition) 2006 978 0 7176 6179 4 £10.95 With easy reference sections for most types of business, this book will help you prevent accidents and comply with the law.
- L21 **Management of health and safety at work** 2000 978 0 7176 2488 1 £8.00 Management of Health and Safety at Work Regulations 1999
- INDG453 **Reporting accidents and incidents at work** **NEW** 2012 978 0 7176 6460 3 A brief guide to the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR)
- INDG136 **Working with substances hazardous to health**. It explains how to control hazardous substances at work and comply with the Control of Substances Hazardous to Health (COSHH) Regulations 2002 (as amended). INDG136(rev 5) 04/05 HSE free leaflet to download
- INDG163 5 **Steps to Risk Assessment** HSE INDG163 (rev 3) free leaflet to download
- Noise at Work guide for employers on Control of Noise at Work Regulation requirements for controlling INDG362 (Rev2) 11/12
- L22 **Safe use of work equipment** 2008 978 0 7176 6295 1 £11.95 Provision and Use of Work Equipment Regulations Approved Code of Practice and guidance (Third edition)
- L113 **Safe use of lifting equipment** Lifting Operations and 1998 978 0 7176 1628 2 £8.00 Lifting Equipment Regulations 1998 Approved Code of Practice and guidance

- **HSG6 Safety in working with lift trucks** (Third edition) 2000 978 0 7176 1781 4 £6.50
This guidance is relevant for anyone with responsibility for the safe operation of lift trucks, e.g. employers, controllers of worksites, managers, supervisors or operators. Other people involved with lift trucks, e.g. health and safety representatives, may also find it useful. The guidance does not, however, replace formal training.
- **HSG33 Health and safety in roof work** (Third edition) 2008 978 0 7176 6250 0 £12.95
This book gives guidance on how to plan and work safely on roofs. It covers new buildings, repairs, maintenance, cleaning work and demolition. It gives some guidance for those not directly carrying out work on roofs, e.g. clients, designers and specifiers and will be useful to anyone planning, arranging or supervising roof work.
- **HSG39 Compressed air safety** (Second edition) 1998 978 0 7176 1531 5 £7.50
This guidance booklet aims to promote the safe use of compressed air by giving advice to designers, manufacturers, installers, users and others concerned with or responsible for health and safety at work. Originally produced in 1990, it has been further revised by HSE.
- **HSG51 The storage of flammable liquids in containers** (Second edition) 1998 978 0 7176 1471 4 £9.50
Provides guidance on the control measures you could adopt for the safe storage of containers containing flammable liquids. It sets out the steps which need to be taken to control the risks of fire and explosion, although some general advice is given on health risks where this may be helpful. It applies to all storage locations whether in the open air, or in specifically designed buildings, rooms or cabinets.
- **HSG159 Managing contractors A guide for employers** NEW
Guidance on managers' responsibilities for health and safety when using contractors in the workplace. It is aimed at owners, directors and managers of small to medium-sized chemical companies, but will be of use to other industries. Practical steps for working with contractors, and also has useful lists of questions which can be used to assess managers' knowledge of health and safety in the workplace. Published 2011 978 0 7176 6436 8 £17.50
- **HSG154 Managing crowds safely** 2000 978 0 7176 1834 7 £17.50
A guide for organisers at events and venues (Second edition) Provides practical guidance on managing crowd safety in a systematic way. It does not specify a particular way of achieving crowd safety but sets out an approach which can be adopted at any venue.

The above are available from HSE Books or good booksellers

HSE Books,	Telephone Orders	01787 881165
PO Box 1999,	Fax Orders	01787 313995
Sudbury,		
Suffolk	www.hsebooks.co.uk	
CO10 2WA		

Single copies of HSE Free Leaflets and Information Sheets can be obtained from HSE Books or can be downloaded in A4 format from the HSE website www.hse.gov.uk/publications

Other Publications

Chartered Institution of Building Services Engineers, Lighting Guide: Sports (LG4: 1990); CIBSE, Delta House, 222 Balham High Road, London SW12 9BS

Local Fire and Rescue Authorities may also have relevant information available.

APPENDIX C: ADVICE TO RACE ORGANISERS

This section gives advice on what to expect when your racetrack is visited by an enforcement officer.

The Health and Safety At Work etc Act 1974 and regulations made under it are enforced by Local Authorities and the Health and Safety Executive. Officers may enter and inspect premises at any reasonable time. They do not have to make an appointment and will usually come without advance notice. They often carry out routine inspections or may visit following a complaint or an accident.

Officers will look at the way you organise your event and make sure that it complies with the law. They will discuss any problems and possible solutions with you. They have power they can use if they think it is necessary to protect employees or the public.

What powers do officers have?

- They have a right of entry at any reasonable time.
- They can make any inspection, examination or investigation they think necessary.
- They can remove, seize, make harmless or destroy any item they think is likely to cause danger.
- They can take photographs or other recording.
- They can examine and remove or request copies of documents.
- They can require you to take action on problems within a set period of time by serving an Improvement Notice. Alternatively they may write to you informally. Breach of a notice will result in prosecution.
- If there is a risk of serious personal injury, they can serve a Prohibition Notice. This will be active immediately. This will stop the use of a site, a process or piece of equipment. Breach of a notice will result in prosecution.
- In serious cases they can recommend prosecution.
- They can require any person to provide such information as he/she deems necessary and this generally means they can interview anyone who they think may have information. Race organisers should ensure that everyone cooperates with any such request

What should you do if an officer makes a visit?

- Ask to see his/her identification card, all authorised officers will carry one
- Make sure you get the officer's name, office address and telephone number.
- If the officer is carrying out a full inspection, briefly explain the layout of the site, and if it is a race day the programme of events. Explain the types of car, which will be racing.
- If possible accompany the officer during the inspection. If not, try to arrange for a deputy to do this.
- Arrange to have a brief discussion at the end of the visit.
- Show the officer copies of your health and safety policy statement, your risk assessments, your construction and racing regulations, bi-annual inspection report, pre-meeting check reports and training records for your officials.
- If the inspection is made on a race day, try to arrange a meeting at a convenient time for both of you, within the next few days, to discuss any problem areas.
- Try to agree a work programme, including dates, for any matters, which require attention.
- Ask the officer to confirm everything in writing as soon as possible.
- If you have difficulties complying with a notice or work programme, it is absolutely critical that you contact the officer as soon as possible, well in advance of any deadline you may have been set. Failure to comply with a notice within the time set may result in prosecution.

APPENDIX D: CHECKLIST FOR RACE ORGANISERS

This checklist provides a guide for promoters to use before every race meeting to ensure that they are able to satisfy all relevant authorities that they have taken all necessary steps to ensure that the meeting is run in a safe and responsible manner. Sections relate to the earlier part of this document.

RACETRACK AND INFIELD

GENERAL

- a. Check that the surface of the track and kerbs are in good condition.
- b. Ensure that the infield and outside marshal areas are free from tripping hazards.
- c. Make a thorough inspection of the safety fence. Ensure that it complies with the Code of Practice.
- d. Make a thorough inspection of the catch netting and if there is no spectator barrier, ensure that suitable signage is in place to keep spectators away from the catch netting during racing.
- e. If applicable inspect the spectator barrier and check for damage

PIT AREA

- a. Check that the pits are of sufficient size to accommodate the numbers of cars expected at the meeting. Also ensure that they are free from tripping hazards and are adequately drained.
- b. If the public are allowed into the pit area check that the warning signs are displayed prominently and that they are in good condition.
- c. Make sure that the "No Smoking" and 5 mph signs are in position and are in good condition.
- d. Ensure that the fire point is clearly marked and that the required extinguishers are in place.

LIGHTING

- a. Where the track is to be used at night or during dusk, ensure that the lights are all in good working order for the track, infield and pits.

RACE CONTROL

- a. If it is used at night are all lights in good working order?
- b. Are the radios or telephones for communicating with other officials in good working order?
- c. Check that the outside telephone is in good working order.
- d. Ensure that all access and egress points are safe and free from tripping hazards etc.

FIRE PRECAUTIONS

- a. Check that all fire extinguishers are in position both on the inside and outside of the track and in the pits. Also check that replacements are available.
- b. Check that all marshals are aware of their responsibilities in relation to the fire fighting equipment.

FIRST AID

- a. Check that the necessary medical cover is present before practice or racing commences.
- b. Where appropriate check that a replacement vehicle is available should the ambulance have to leave the premises during a meeting.

- c. Check with the medical staff that they have adequate first aid materials and equipment available.

RESCUE RECOVERY EQUIPMENT

- a. Where appropriate check that the equipment for cutting through roll cages is available.
- b. All equipment used for lifting purposes is suitable and fully complies with the Lifting Operations and Lifting Equipment Regulations in relation to safe working load, statutory inspections etc.

RACE CARS

- a. Ensure that all formulas of cars racing on that day have suitable construction rules that comply to the minimum safety standards that are included in the code of practice.

DRIVERS

- a. Check that all drivers competing are registered with a recognised organisation and that their full name and address and other records are held on file.
- b. Where Production Car Time Trials are being held, ensure that suitable forms are available to be completed prior to the event taking place.

CONTROL OF EVENTS

- a. Make sure that all required officials are ORCi registered and are in position prior to the start of racing: Steward, Clerk of the Course/Senior Safety Marshal, Start Marshal, Track Safety Marshals, Scrutineers, Pit Marshal(s) and Commentator.
- b. Check that all officials who are trackside have clothing, which complies with the Code of Practice.
- c. Ensure that high visibility clothing is available for photographers etc. that may be permitted into restricted areas.
- d. Check that officials and marshals training records are available for inspection.

TRACK INSPECTION

- a. Make sure that a copy of the latest ORCi Track Inspection is available. Also records of previous meetings inspection records.

CARS AND SCRUTINER

- a. Make sure that all cars have been safety checked prior to them being allowed on track for racing.
- b. Arrange that all the, overalls, helmet and harness of the driver are checked to see that they comply with racing regulations and are fitted properly before drivers are allowed to commence racing.

RACE CONTROL PROCEDURES

- a. Ensure that all drivers are aware of the procedure for lodging a protest with race control.
- b. If a special event such as a firework display forms part of the meeting programme ensure that someone who has been suitably trained is in charge of that part of the event and that suitable arrangements have been made for health and safety.

DOCUMENTATION

- a. Ensure that the accident book is available and that everyone is aware of what information is needed to report the accident. The F2508 form that was previously used is now only available on-line. This will help to ensure that all of the information is collected.
- b. The "Accident Book" must be in the form of an individual sheet in order to comply with data protection rules on maintaining confidentiality. A pad of BI 510 Accident Report forms is available from good booksellers or from HSE Books (see above). When completed such forms should be kept in a secure location and in confidence. This form provides a record of the accident/injury for Industrial Injury purposes. This should not be confused with Form F2508 which is for RIDDOR purposes and may only be completed online.

JUNIOR CLASSES

When running Junior Classes and putting safety plans together, organisers should take account of the following:

- Number of competitors on the grid
- Car construction
- Upper and Lower age limits
- Whether the drivers have undertaken a knowledge test
- Whether the drivers have undertaken a skills test (or have experience)

APPENDIX E: ADVICE TO ENFORCEMENT OFFICERS

The aim of this section is to provide advice for Enforcement Officers carrying out inspections at racetracks during race meeting. Appendix C of this code gives advice to Race Organisers.

Although many of the activities taking place at race meetings constitute a potential risk to members of the public, officials and competitor's, it is acknowledged that the incident of serious injuries is less than might be expected. It is hoped that this code will help Enforcement Officers to make an accurate assessment of where risks might occur and determine whether the safety precautions being taken are adequate.

The checklist in Appendix F may be of assistance during inspections.

- If possible arrange a pre-meeting visit
- It is essential that officers should be present throughout at least one race meeting. Where different types of event take place at the same racetrack, it may be useful to visit on a number of occasions.
- It is recommended that where a routine inspection is to be made, the officer should arrive 1.5 to 2 hours before the first race. This will allow time for a preliminary discussion with the race organiser/promoter; an inspection of the various structures and an assessment of scrutineering procedures before racing commences.
- It should be appreciated that the race organiser/promoter is likely to be fully occupied not only during the meeting, but also beforehand carrying out pre-meeting checks and afterwards paying out prize moneys etc. Consequently it should be recognised that a race organiser/promoter may not be able to accompany the officer during the whole of the inspection, although it may be beneficial if he or a deputy is able to do this. Alternatively it is suggested that on arrival at the racetrack the officer should have a preliminary discussion with the race organiser/promoter to ascertain the layout of the track, positions of equipment and general organisational details. At the end of the inspection there should be a brief discussion of any problems and a meeting arranged within the next few days, at which any problems can be discussed in detail along with a work programme or legal notices.
- The following equipment is recommended for enforcement officers: High visibility clothing (e.g. Jacket or safety vest), suitable protective footwear, camera and film.

It is recommended that ongoing dialogue should be maintained with the race organiser/promoter.

APPENDIX F: CHECKLIST FOR ENFORCEMENT OFFICERS

This checklist provides an outline of the areas which should be examined by officers carrying out an inspection at a short oval racetrack or similar.

Prior to using this checklist the officer should be familiar with the details of the code.

The sections detailed below relate to the corresponding sections of the code.

RACE TRACK AND INFIELD

GENERAL

- a. Are the surface of the racetrack and kerbs in good conditions?
- b. Is the infield free from tripping hazards? Are marshal's posts or other protection provided where possible?
- c. If marshals are sited around the perimeter of the track, are the areas occupied free from tripping hazards and is there a safe escape route?
- d. Are the racetrack and infield "No Smoking"?
- e. Is a suitable safety fence provided? Is it in good condition?
- f. Is adequate catch netting provided minimum height of 2.4m (8')? Is it in good condition?
- g. Is there a suitable spectator barrier?

PIT AREA

- a. Is the pit area of adequate size, free from tripping hazards and adequately drained?
- b. Are appropriate arrangements made regarding public access to the pit area?
- c. Is a 5mph speed limit imposed?
- d. Is the pit area "No Smoking"? Are suitable notices displayed? Are there designated smoking areas?
- e. Are suitable arrangements made for the storage of fuel?
- f. Are tow vehicles parked to allow safe access to park and work on race vehicles?
- g. Are race/pit crews working on vehicles with regard to their own safety and the safety of pedestrians/spectators?
- h. Are vehicles being refuelled safely?

LIGHTING

- a. Where the track is used at night or during dusk, is adequate lighting provided to the track, infield and pit area?

RACE CONTROL

- a. Is there an uninterrupted view of the racetrack? If used at night is adequate lighting provided?
- b. Is there a suitable means of communication with other officials? e.g. Clerk of the Course/Senior Safety Marshal (or equivalent), pit area and start marshal?
- c. Is there a conveniently located telephone?
- d. Is there a safe means of access to and egress from race control?

FIRE PRECAUTIONS

- a. Are an adequate number of fire extinguishers of a suitable type provided in positions readily accessible to all marshals? Are adequate replacements available?
- b. Is there a fire point in the pit area? Have arrangements been made to prevent the equipment from being stolen or tampered with?

FIRST AID

- a. Is a Paramedic, Advanced Emergency Medical Technician/Remote Medic or a suitably trained Doctor in attendance?
- b. Is an ambulance and relief available?
- c. Is there clear access to the track and exit from the site?
- d. Are adequate first aid materials and equipment available?
- e. Are personal details of any injured persons obtained for anyone who is treated by first aiders. If an injured persons (IP) is referred to hospital, the ambulance crew/paramedic/NHS may refuse to give IP details to the race organiser/promoter claiming doctors confidentiality.

RESCUE/RECOVERY EQUIPMENT

- a. Is suitable equipment available for cutting through roll cages etc?
- b. Are all tractors or recovery vehicles fitted with a roll bar or suitable cab? Are all moving parts guarded?

RACE CARS

Are suitable regulations in place to cover the following?

- a. Roll cages and construction standards.
- b. Seats and head restraints.
- c. Safety harnesses and mounting points.
- d. Brakes.
- e. Fuel tanks.
- f. Fuel lines and shut off taps.
- g. Fire walls.
- h. Battery mountings and coverings.
- i. Electrical systems and on/off switches.
- j. Screens between radiator and driver where necessary.
- k. Silencers.
- l. Caravan races.

DRIVERS

- a. Are all drivers required to complete a suitable licence application form?
- b. Are suitable age limits imposed?
- c. Are juniors restricted to their own events?
- d. Do mechanics/ladies race take place using unlicensed drivers or high performance cars?
- e. Are all drivers required to wear flame retardant overalls?

CONTROL OF EVENTS - OFFICIALS

- a. Are the following officials on duty?
 - Steward (or equivalent)
 - Clerk of the Course/Senior Safety Marshal (or equivalent)

- Start Marshal
 - Safety Marshals (minimum of 3)
 - Scrutineers (adequate number)
 - Commentator
 - Pit Marshal(s)
- b. Is any individual acting in more than one capacity at any one time?
 - c. Are the Clerk of the Course and Safety Marshals provided with suitable high visibility overalls of a bright colour?
 - d. Is wet weather clothing of a bright colour?
 - e. Are other persons on the infield wearing high visibility clothing?
 - f. Have all officials/marshals/rescue personnel received suitable training?
 - g. Are records available?

TRACK INSPECTION

- a. Is a report of an ORCi Track Inspection by a competent person available?
- b. Is a routine inspection carried out before every meeting? Are records available?

CARS AND SCRUTINEERING

- a. Are all cars using the track at any one time of similar size and constructional standards?
- b. Are all cars scrutineered before racing or practice? Are an adequate number of scrutineers present and is adequate time allowed to enable this to be done properly?
- c. Before each race or practice session does a Scrutineer (or deputy) check that all drivers' helmets and harnesses are properly fastened.
- d. Is a race vehicle that has been seriously damaged during a race and repaired re-scrutineered before being allowed to race again? In certain formulas such as Bangers this would involve safety related items only.

RACE CONTROL PROCEDURES

- a. Is an effective system of race control in place? Is a suitable means of communication established? e.g. radios, telephones and flag signals.
- b. Are there suitable procedures for dealing with incidents such as an injured driver, overturned car or wheel/debris on the track?
- c. Is there a system for dealing with drivers who do not comply with racing regulations?
- d. When special events such as firework displays take place are all relevant persons suitably trained?

DOCUMENTATION

- a. Is a Health and Safety Policy available?
- b. Are there risk assessments available?
- c. Has a COSHH assessment been made?
- d. Is an accident book available, is there is system for reporting accidents?
- e. Are training records available for officials and marshals?
- f. Is a major incident plan in place?
- g. Is there a copy of the track/organisation rule book available?

APPENDIX G: DETAILS OF CONTROLLING BODIES AND RACE ORGANISERS

Oval Racing Council International (ORCi)

**The Secretary
PO Box 9889
Birmingham
B43 6WA
Tel: 07711 682444**

The ORCi is an organisation where promoters of oval racing in the UK meet regularly to standardise general rules of racing, organise fixtures, sanction formulas and tracks and coordinate safety. There are more than 6,000 registered drivers controlled by the ORCi, racing on 31 tracks (listed on following page) which are controlled by 15 promoters.

BriSCA Management Board (BMB)

**(BriSCA)
The Secretary
15 Betteridge Drive
Sutton Coldfield
Warks
B76 1FN
Tel: 07852 193866**

The BMB is an association of promoters and drivers in Formula One Stock Car Racing who have been given the task of controlling F1 Stock Car Racing in the UK. The Board consists of three drivers and three promoters. They have close ties with similar organisations in Holland, Belgium, Australia and New Zealand

British Stock Car Association (Formula Two), Limited (BriSCA F2)

**The Secretary
Nylands
Charlton Horethorne
Sherborne
Dorset
DT9 4NG
Tel: 01963 220028**

BriSCA F2 controls Formula Two Stock Car Racing in the UK. It is the largest single organised formula within oval racing with more than 600 drivers licensed to race each year.

In addition, there are a large number of race organisers/promoters who operate independently or in association with one or more of the above.

Each formula racing on the ovals has its own Rule Book for car construction. These are reviewed annually and are published either by the national controlling body or by individual promotions.

Promoters may also produce a Rule Book covering racing rules at his/her tracks.

Minimum standards for racing rules are also published by the controlling bodies as a condition of membership.

LIST OF RACE TRACKS IN THE UNITED KINGDOM & THE REPUBLIC OF IRELAND

The following are oval racing venues where promoters with membership of the Oval Racing Council promote events. The addresses and telephone numbers of the race organisers can be obtained from the Secretary of the Oval Racing Council or by visiting their website: www.orci.co.uk

1. **Aghadowey, Co. Londonderry**
2. **Aldershot Raceway, Aldershot, Hants**
3. **Arena Essex, Thurrock, Essex**
4. **Arlington Raceway, Eastbourne, East Sussex**
5. **Ballymena Raceway, Co. Antrim**
6. **Barford Raceway, Barnard Castle, Co. Durham**
7. **Belle Vue Stadium, Manchester**
8. **Birmingham Wheels Raceway, Birmingham**
9. **Buxton Raceway, Derbyshire**
10. **Chesterton Stadium, Stoke, Staffs**
11. **Coventry Stadium, Coventry, Warks**
12. **Cowdenbeath Racewall, Fife**
13. **Crimond Raceway, Aberdeenshire**
14. **Dover Raceway, Kent**
15. **Foxhall Raceway, Ipswich, Suffolk**
16. **Great Yarmouth, Norfolk**
17. **Hednesford Raceway, Cannock, Staffs**
18. **Mendips Raceway, Nr Shipham, Somerset**
19. **Mildenhall Raceway, Suffolk**
20. **Norfolk Arena, Kings Lynn, Norfolk**
21. **Northampton International Raceway, Northants**
22. **Nutts Corner, Co. Antrim**
23. **Onchan Raceway, Isle of Man**
24. **Owlerton Stadium, Sheffield**
25. **Skegness Stadium, Lincolnshire**
26. **Smeatharpe Stadium, Nr Honiton, Devon**
27. **United Downs Raceway, St Day, Cornwall**
28. **Tipperary Raceway, Co. Tipperary**
29. **Thunder Valley Raceway, Lochgelly, Fife**
30. **Tullyroan Oval, Co. Tyrone**
31. **Wimbledon Stadium, London**

NB. There is a track guide on the ORCi website – www.ORCi.co.uk – which gives full details of all the above tracks together with links to the websites of the different promotions that run them.