

Guidance on events for sport and active recreation



Events under the COVID-19 Protection Framework (CPF)

Events are a category under the CPF that have specific rules at Green, Orange and Red settings.

Sport NZ has published [CPF guidance](#), which says that sport and recreation organisations will need to determine if their activity fits into the *Events* or *Gatherings* rules. For the majority of circumstances, it will be clear if something is an *Event* or *Gathering*, however, we are aware that there are some situations where it is not obvious. Sport NZ's Green, Orange and Red guidance also provides advice on running events under the CPF.

As a general rule, most community sports and recreational activities under the CPF will be considered *Gatherings* rather than *Events*. It is important to note that 'events' is an umbrella term including professional and semi-professional sporting events, community events, auctions, and private events. *Gatherings* are a sub-type and refer to private groups where attendees are generally known to each other. This means that while you may have called your sporting or recreation activities an 'event' in the past, it may not meet the definition of *Event* under the Framework – for example, an end-of-season game day for a club or a prize giving.

This guidance should help sport and recreation organisations to determine which rules to follow.

Under the Order, an Event is defined as an activity organised by a business or service, for when entry is controlled (whether through ticketing, fees, registration, or any other means) that is held at:

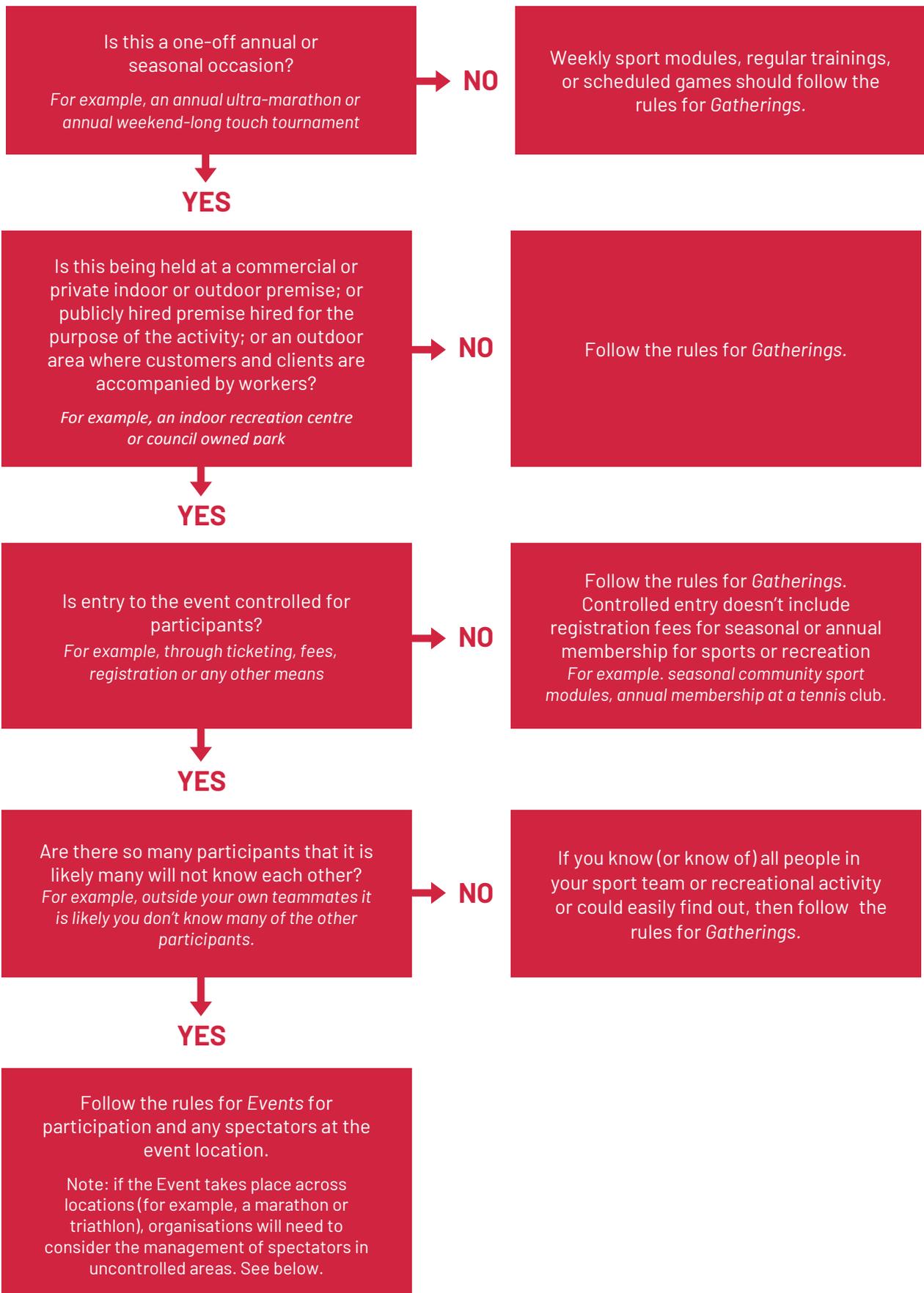
- Commercial premises or private premises (indoors or outdoors), or
- Publicly owned premise hired for the purpose of the activity, or
- An outdoor area where a group of customers or clients is accompanied or supervised by a worker providing services to that group.

It includes all normal operations at cinemas, theatres, stadiums, concert venues, conference venues, casinos and private galleries. It excludes any activities that take place at a private home.

How do I know if I am an Event or Gathering?

Organisations will need to decide if they think they meet the definition of an *Event* or *Gathering* within the Framework.

As a general rule, if the sport or recreation activity is regular (daily, weekly, monthly) and you belong to the same group/club and generally know the people you are participating with (excluding opposition participants), then you should follow the rules for *Gatherings*. To help, we've provided a chart to guide your thinking.



Examples

#1

Weekly football module - Gathering

A weekly indoor football league would follow the rules for *Gatherings*, even though entry is controlled for participants because this registration is generally based on a seasonal or annual membership. In addition, players will know (or know of) all of their teammates and this takes place on a regular basis. It is likely that players will only come into contact with a small number of players in other teams at that *Gathering* if they only play a couple of games.

#2

Annual touch tournament - Event

A seasonal touch tournament would follow the rules for *Events*. Entry is controlled for participants through registration, teams will play multiple games in a one-off or annual tournament. Players may know all of their teammates but will be engaging with a large number of players in other teams while playing multiple games over the course of few days in the tournament. This may make it hard for teams to work out who they came into contact with.

However, the *Event* rules are only for the participants and workers (including volunteers) due to the nature of the event venue. Spectators would need to follow *Gatherings* rules. See more information below about the management of spectators.

#3

Annual marathon and fun run - Event

An annual running event takes place in an uncontrolled environment and should follow the rules for *Events*. Entry is controlled through registering for the event, but it is likely participants will come into contact with a very large number of participants who may come from many regions across New Zealand. This will make it hard for participants to work out who they came into contact with.

However, the *Event* rules are only for the participants and workers (including volunteers) due to the nature of the event venue. Spectators would need to follow *Gatherings* rules. See more information below about the management of spectators.

#4

National athletics meet in a stadium - Event

A meet held in a stadium should follow the *Events* rules, on the basis that athletes would come from many regions across New Zealand. They would enter via a registration process and all attendees (participants, coaches, officials and spectators) would access the stadium via controlled entry points.

The *Event* rules apply to all people attending (participants, workers, volunteers and spectators) as it is in a controlled location. See more information below about the management of spectators.

How do Event organisers manage spectators?

The event organiser has a key role to play in relation to managing spectators as much as possible, as they are holding an event which attracts spectators. The management of spectators will vary depending on the type of event and where it is held (e.g. indoor venue, along a public road). In all types of events, it is important that spectators, workers and participants all understand if it is a My Vaccine Pass event or not. This may require additional communications and advertising prior and during the event. To help, we've provided a chart below which may guide your thinking.



Controlled event facilities:

For example, an indoor netball court or fenced athletics stadium.

Spectators should be relatively easy to manage and can also follow the *Events* rules. This is because the event takes place in a controlled facility, so spectators can be controlled at the entry and exit points of the facility.

- Organisers should ensure QR codes are readily available at all entry and exit points and ensure their event does not exceed the capacity limits.
- If you are holding a My Vaccine Pass event, then you need to ensure vaccine passes are sighted and where practicable, verified for all participants, workers and spectators using the Ministry of Health NZ Pass Verifier App.
- Organisers should develop their health and safety risk assessment and management plan as normal, adding COVID-19 protections in line with the CPF guidelines on top as required.
- At Red you need to wear face masks at Events except when exercising. At all other settings face masks are encouraged whenever you leave the house. Workers in a customer-facing role are also required to wear medical grade masks at Red.

Uncontrolled event facilities:

For example, a touch field on public land.

Spectators should follow the *Gatherings* rules. This is because the event takes place at an uncontrolled location and the registration only covers event participants and workers (including volunteers).

- Organisers should ensure QR codes are readily available at all entry and exit points, where possible.
- If you are holding a My Vaccine Pass event, then you need to ensure vaccine passes are sighted and where practicable, verified for all event participants and workers.
- Organisers should consider what they can reasonably do to manage the crowds - this means they might consider how they organise spaces around the course to encourage distancing of spectators or use signs or loud speaker announcements to remind people to keep their distance from one another while watching. This would be similar to other crowd control considerations an event organiser would have to think of from a health and safety perspective.
- Organisers will be expected to take steps to keep the event and gathering aspects separate to ensure that non-MVP checked people do not become part of the event. They could take a pragmatic approach to enforcing the gathering rules around the event - instead asking groups of people to move apart or reminding them to keep their distance.
- At Red you need to wear face masks at Events except when exercising. At all other settings face masks are encouraged whenever you leave the house. Workers in a customer-facing role are also required to wear medical grade masks at Red.

Uncontrolled event location:

Where participants move around a course, for example, a marathon or fun run.

Spectators should follow the *Gatherings* rules. This is because the event takes place at an uncontrolled location where participants, spectators and workers may move around a course, and the event registration only covers participants and workers (including volunteers).

- Organisers should ensure QR codes are readily available at all entry and exit points, where possible.
- If you are holding a My Vaccine Pass event, then you need to ensure vaccine passes are sighted and where practicable, verified for all event participants and workers.
- Organisers should consider what they can reasonably do to manage the crowds - this means they might consider how they organise spaces around the course to encourage distancing of spectators or use signs or loud speaker announcements to remind people to keep their distance from one another while watching. This would be similar to other crowd control considerations an event organiser would have to think of from a health and safety perspective.
- Organisers will be expected to take steps to keep the event and gathering aspects separate to ensure that non-MVP checked people do not become part of the event. They could take a pragmatic approach to enforcing the gathering rules around the event - instead asking groups of people to move apart or reminding them to keep their distance.
- Organisers should have specific controlled areas where only registered event participants and workers can go (e.g. start and finish lines) to reduce risks at high

traffic areas.

- At Red you need to wear face masks at Events except when exercising. At all other settings face masks are encouraged whenever you leave the house. Workers in a customer-facing role are also required to wear medical grade masks at Red.

Organisers may also need to consider other components of their event, such as food trucks or other stalls or activities for those watching the event and any additional obligations. The event organiser would be considered to be responsible for a gathering at these stalls or trucks and in that case they would need to think about things like defined spaces / controlled access to that space – including if My Vaccine Passes are required and number limits depending on the traffic light setting. Specific rules for businesses and hospitality can be found on [Business.govt.nz](https://www.business.govt.nz).

What do workers at Events need to do?

If you are following the rules for *Events*, then all workers need to be vaccinated. Workers include staff, volunteers, contractors, professional and semi-professional performers. Workers must have a valid My Vaccine Pass to be employed.

A worker is defined as any person who carries out work in any capacity for that business or service (whether paid or unpaid). This includes volunteers who may attend the *Event* to marshal a specific section of the course.

For more information on worker vaccination requirements, please see [Employment New Zealand](#).

How do we prepare for our Event?

Businesses and services must display NZ COVID-19 Tracer app QR codes, and are required to ensure that, as much as possible, record keeping is undertaken (i.e. all those on premises must scan QR tracer codes, or other record keeping must be used).

It is also useful to think about what processes you need to follow should a case of COVID-19 arise at your event. With the arrival of Omicron to New Zealand imminent, having a contingency plan for your event is an important safety measure. You could:

- Ensure high hygiene standards are maintained by all staff and encourage the use of face masks
- Find advice about good ventilation practices for your venue on the Ministry of Health's website [here](#).
- Communicate clearly to workers that if they are sick, or have cold and flu like symptoms, they should stay home and get a COVID-19 test
- Consider putting together a contingency plan for your business or event. The Ministry of Business, Innovation and Employment has more information on contingency planning for COVID-19 [here](#).
- WorkSafe has provided a list of things to consider for workplaces which will be helpful for planning events [here](#).

For posters for your Event, please see [Unite Against COVID](#).

For questions about My Vaccine Pass and the Verifier app, please see [Unite Against COVID](#).