



TOURNAMENT HOSTING POLICY

JUNE 2011

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OVERVIEW

The Tournament Hosting Policy supports the Hockey Strategy and Whole of Hockey Plan in assisting to deliver on Presenting Spectacular Events and Competitions.

It will provide a stock take of the national facilities as well as assist Associations with the Long Term Planning (LTP) process in conjunction with their Territorial Authorities for the period 2012-2022.

The key objectives of the HNZ Tournament Hosting Policy are to:

- Communicate HNZ criteria for future Tournament Hosts at each tier of event
- Provide criteria for the Associations to:
 - Conduct a self assessment of their existing facilities
 - Link their facilities' needs to the HNZ National Facilities Strategy
 - Position themselves to host future HNZ tournaments
 - Enter into LTP process with their respective local Territorial Authority for 2012-2022
- Provide Associations with the minimum permanent specifications required for hosting differing levels of tournaments
- Provide Associations with the minimum temporary specifications required for hosting differing levels of tournaments
- Provide HNZ with an update of existing hockey facilities suitable for hosting national events prior to the allocation of future tournaments

The overall approach is outlined below with the Tournament Hosting Policy highlighted as part of the process

- HNZ presentation to Associations on LTP process Apr 30
- Release of Domestic Tournament Review Jun 17
- **Release of the National Facilities Strategy for Hockey Jun 24**
- **Tournament Hosting Policy communicated Jun 24**
- **Association Self Assessment Form sent out Jun 24**
- **Associations return Self Assessment Form Jul 29**
- HNZ release Best Practice Manual - Ownership and Management of Facilities Aug 29
- HNZ release draft 2012 Tournament Allocation Schedule Aug 31

Provided in this document are the following key criteria:

1. HNZ Tier of Events

Hockey New Zealand has divided the different events and tournaments into six levels ranging from Tier 1 down to Tier 6. These Tiers are based on the different minimum specifications of facilities required to host each event.

2. Event Allocation Methods

The Event Allocation methods describe how each Tier of Event will be allocated. The methods for allocating Tiers 1 and 2 which include all FIH Events, HNZ Events and International Test Matches, as well as NHL will be determined following a review of our Event Hosting criteria later this year.

3. Event Allocation Schedule – 2012 – 2016

The Event Allocation Schedule has been designed to give Associations and Regions the maximum amount of lead time both in terms of hosting and attending tournaments. It takes into account allocations made previously and is intended to give maximum opportunity for Associations to host while also trying to minimise costs for Association attending Tier Four tournaments. The schedule will run from 2012 until 2016 when it will be reviewed, however the schedule shows the full 8 year cycle.

4. Minimum Permanent Specifications

Minimum Permanent Specifications for Facilities have been set for each tier of event. Associations will need to meet these requirements in order to be eligible to host any Hockey New Zealand event.

5. Minimum Temporary Specifications

Minimum Temporary Specifications for Facilities have been set for each tier of event. Associations will need to meet these requirements in order to be eligible to host any Hockey New Zealand event.

6. Sample Self Assessment Form

A sample self assessment form has been included based on a fictional facility.

Associations will be sent a blank form and requested to complete a self-assessment of their facility which will then be collated by Hockey New Zealand.

1. TIERS OF EVENTS

HNZ Tier of Events

Hockey New Zealand has divided the different events and tournaments into six levels ranging from Tier 1 down to Tier 6.

These Tiers are based on the different minimum specifications of facilities required to host each event.

EVENT/TOURNAMENT
TIER ONE
FIH Top Property Event FIH 2 nd Tier Property Event FIH Endorsed Events (HNZ Owned) International Test Matches v Teams ranked 1-6 NHL Finals Weekend/Tournament
TIER TWO
International Test Matches v Teams ranked 7+ NHL Round Robin Matches National U21 Men's and Women's Tournament National U18 Men's and Women's Tournament
TIER THREE
National Masters Tournament
TIER FOUR
National Men's and Women's Senior Tournament National U15 Boys Premier Tournament National U15 Girls Premier Tournament National Hatch Cup Tournaments National Collier Trophy Tournament Rankin Cup Secondary Schoolboys Tournament Federation Cup Secondary Schoolgirls Tournament
TIER 5
National U18 Men's Championship Tournament National U18 Women's Championship Tournament National U15 Boy's Championship Tournament National U15 Girl's Championship Tournament India Shield Secondary Schoolboys Tournament Marie Fry Secondary Schoolgirls Tournament
TIER 6
Tier 3 and 4 Secondary School Tournaments (18 separate tournaments)

2. EVENT ALLOCATION METHOD

Event Allocation Method

The Event Allocation Method describes how each Tier of Event will be allocated.

The methods for allocating Tiers 1 and 2 which include all FIH Events, HNZ Events and International Test Matches, as well as NHL will be determined following a review of our Event Hosting Policy later this year.

EVENT/TOURNAMENT

TIER ONE

These major events will be allocated through a bidding process. HNZ will call for bids from eligible Associations and then make a decision as to where the event will be allocated. The detail of the bidding process will be confirmed by end of 2011.

TIER TWO

These events will be allocated annually by HNZ by a yet to be determined process.

TIER THREE

As the National Masters Tournament has different requirements from other tournaments (e.g. the need for three turfs), it has been placed in a separate tier. The Masters Council will continue to recommend the venue based on bids they receive, for HNZ to then allocate.

TIER FOUR

The new allocation schedule for the Tier Four Tournaments is based around the Key Initiative from the National Facilities Strategy of having 'core hub facilities' in each region. All Tier 4 tournaments will be held at the regional hub venues (Northland, North Harbour, Auckland, Midlands, Central, Capital, Canterbury and Southern) and will follow a standard 8 year rotation cycle. This means that every hub should host one Tier 4 tournament each year.

TIER 5

The Tier 5 Tournaments will be rotated through the following six areas: Northern (Northland, North Harbour, Auckland), Midlands, Central, Capital, Canterbury and Southern. This schedule is loosely based on the previous 2006-2011 Allocation schedule but has been modified to align with the 8 regions. These tournaments will continue to be allocated based on recommendations made by the HNZ Youth Council.

TIER 6

The Tier 6 Tournaments (Tier 3 and 4 Secondary School Tournaments) will be spread nationally so that there is an even number between the North and South Islands and maximum opportunity for schools to attend. These tournaments will continue to be allocated based on recommendations made by the HNZ Youth Council.

The principles of allocation will be as follows:

1. Tournaments granted to those who have the required level of facilities at the time of allocation
2. To try to achieve parity with the tournament allocations
3. To take a holistic view across all the tournament allocations, so that all tiers are taken into account when allocating tournaments.

TOURNAMENT HOSTING POLICY



3. EVENT ALLOCATION SCHEDULE

Event Allocation Schedule – 2012 – 2016

The Event Allocation Schedule has been designed to give Associations and Regions the maximum amount of lead time both in terms of hosting and attending tournaments.

It takes into account allocations made previously and is intended to give maximum opportunity for Associations to host while also trying to minimise costs for Associations attending Tier Four tournaments.

NB The schedule will run from 2012 until 2016 when it will be reviewed, however the schedule shows the full 8 year cycle for Associations to view the completed cycle.

EVENT/TOURNAMENT	2012	2013	2014	2015	2016	2017	2018	2019	2020
TIER ONE									
FIH Top Property Event	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
FIH 2 nd Tier Property Event	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
FIH Endorsed Events (HNZ Owned)	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
International Test Matches v Teams 1-6	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
NHL Finals Weekend/Tournament	AKL	CHC	NHB	WLG	AKL	CHC	NHB	WLG	AKL
TIER TWO									
International Test Matches v Teams 7+	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
NHL Round Robin Matches	VAR	VAR	VAR	VAR	VAR	VAR	VAR	VAR	VAR
National U21 Tournament Men and Women	MID	NLD	AKL	CAP	STH	NHB	CAN	MID	CEN
National U18 Tournament Men and Women	CEN/ STH	NHB	CAN	MID	CEN	NLD	AKL	CAP	STH
TIER THREE									
National Masters Tournament	CEN	TBC	TBC	TBC	TBC	TBC	TBC	TBC	TBC
TIER FOUR									
National Senior Tournament	CAP	NHB	CAN	MID	CEN	NLD	AKL	CAP	STH
National U15 Boys Premier	NLD	AKL	CAP	STH	NLD	CAN	MID	CEN	NHB
National U15 Girls Premier	NHB	CAN	MID	CEN	NHB	AKL	CAP	STH	NLD
Rankin Cup	CAP	STH	NHB	CAN	MID	CEN	NLD	AKL	CAP
Federation Cup	MID	CEN	NLD	AKL	CAP	STH	NHB	CAN	MID
Hatch Cup	CAN	MID	CEN	NHB	AKL	CAP	STH	NLD	CAN
Collier Trophy	AKL	CAP	STH	NLD	CAN	MID	CEN	NHB	AKL
TIER 5									
National U18 Championship Men	CAP	MID	CEN	CAN	NOR	CAP	STH	MID	CEN
National U18 Championship Women	CAP	NOR	CAP	STH	MID	CEN	CAN	NOR	CAP
National U15 Boys Championship	CEN	CAN	MID	CAP	STH	NOR	CEN	CAN	MID
National U15 Girls Championship	MID	STH	NOR	CEN	CAN	MID	CAP	STH	NOR
India Shield	NOR	CEN	CAN	MID	CAP	STH	NOR	CEN	CAN
Marie Fry Trophy	NOR	CAP	STH	NOR	CEN	CAN	MID	CAP	STH
TIER 6									
Tier 3 and 4 Secondary School Tournaments	VAR	VAR	VAR	VAR	VAR	VAR	VAR	VAR	VAR

KEY:

AKL = Auckland, CAN = Canterbury, CAP= Capital, CEN = Central, CHC = Christchurch, MID = Midlands, NHB = North Harbour, NLD = Northland, NOR= Northern (Auckland, North Harbour, Northland), STH = Southern, TBC = To be confirmed, VAR = Various, WLG = Wellington

4. MINIMUM PERMANENT SPECIFICATIONS FOR HOSTING – Tier One

Minimum Permanent Specifications

Minimum Permanent Specifications for Facilities have been set for each tier of event. Associations will need to meet these requirements in order to be eligible to host any Hockey New Zealand event.

TIER ONE	
Tournament/Event	
FIH Top Property Event FIH 2 nd Tier Property Event FIH Endorsed Events (HNZ Owned) International Test Matches (vs. teams ranked 1-6) NHL Finals Weekend/Tournament	
Range of Permanent Facilities Required	
FIELD REQUIREMENTS	
No. of Fields	2 fields on site (1 field for International Test Matches)
Field surface type	2 (1) Water based installations (of a type approved by the FIH in the “global” category)
Safety run off area	2 m from side line & 3 m from goal line (FIH minimum)
Field Lighting	>750 lux (non televised) >1000 lux (televised) and >1500 lux (High Definition TV)
Team Dugouts	Covered seating for 9, secure gear storage area, protected from weather/watering, with electrical outlets for team electronic equipment
TECHNICAL REQUIREMENTS	
Umpire changing rooms	At least one (1) separate changing room with the same equipment as for the teams. Where possible, the umpires' changing rooms should be located away from those of the teams
Umpires/ Officials lounge	A room suitable for umpires/officials to relax
Scoreboards	A Score Board and clock with electronic timing
Technical Dugout	Raised platform, room for 6 officials and enclosed table for equipment. Access to power for equipment
TEAM REQUIREMENTS	
Team changing rooms	One separate lockable changing room per team in or within walking distance from the stadium. Each changing room to be equipped with an appropriate number of showers with hot and cold water, toilets, and electrical outlets for equipment
Players lounge	Separate area for non playing teams to sit and watch matches
Drug testing facilities	Must contain a waiting room, drug control room, and toilets
PAVILION REQUIREMENTS	
Viewing Capability	View of turf either from deck or through windows, with spectator capacity of 25-50 people
HNZ/FIH administration offices	5 Office(s) for HNZ/FIH personnel with phone and Broadband Internet access, and 1 meeting room capable of seating 12 people
Additional meeting rooms	Room available for Judicial Meetings and Tournament Briefings
VENUE REQUIREMENTS	
Accessible by public transport	Yes
Adequate parking - buses	2 vans per team/1 bus per team
Adequate parking - cars	100 – 500 cars
Minimum Stadium Capacity	1500 (NHL) – 2500 (FIH Event)
Tiered bleacher seating	250 (NHL) – 500 (FIH Event)
Covered Stand Seating	250 – 300 (FIH Event)
Public food facilities	On site bar and cafeteria with adequate refreshments available
Public toilets	Minimum ratio of 1 toilet per 150 spectators

NB The above are permanent specifications only. Associations also need to be able to meet the Temporary Specifications for this tier to be eligible to host these events and tournaments.

4. MINIMUM PERMANENT SPECIFICATIONS FOR HOSTING – Tier Two

TIER TWO	
Tournament/Event	
International Test Matches (vs. teams ranked 7+) NHL Round Robin Matches National U21 Tournament National U18 Tournament	
Range of Permanent Facilities Required	
FIELD REQUIREMENTS	
No. of Fields	1 - 2 fields on site
Field surface type	Water based installations
Safety run off area	2 m from side line & 3 m from goal line (FIH minimum)
Field Lighting	>750 lux (non televised) >1000 lux (televised)
Team Dugouts	Covered seating for 9, secure gear storage area
TECHNICAL REQUIREMENTS	
Umpire changing rooms	One (or two if both genders officiating) lockable changing room with showers
Umpires/ Officials lounge	One room available (suitable for meetings)
Scoreboards	Electronic Scoreboard with goals and time clock
Technical Dugout	Raised platform, room for 4 officials and enclosed table for equipment. Access to power for equipment
TEAM REQUIREMENTS	
Team changing rooms	One separate lockable changing room per team in or within walking distance from the stadium. Each changing room to be equipped with an appropriate number of showers with hot and cold water, toilets, and electrical outlets for equipment
Drug testing room	Must contain a waiting room, drug control room, and toilets
PAVILION REQUIREMENTS	
Viewing Capability	View of turf either from deck or through windows, with spectator capacity of 25-50 people
HNZ/FIH administration office	Office(s) for HNZ/Tournament personnel with phone and Broadband Internet access
Additional meeting rooms	Room available for Judicial Meetings
VENUE REQUIREMENTS	
Accessible by public transport	Yes
Adequate parking - buses	2 vans per team/1 bus per team
Adequate parking - cars	100 – 150 cars
Minimum Stadium Capacity	1500
Tiered bleacher seating	250 – 500
Seating other (standing room)	250 – 500
Public food facilities	Adequate refreshments available
Public toilets	Minimum ratio of 1 toilet per 150 spectators

NB The above are permanent specifications only. Associations also need to be able to meet the Temporary Specifications for this tier to be eligible to host these events and tournaments.

4. MINIMUM PERMANENT SPECIFICATIONS FOR HOSTING – Tier Three

TIER THREE	
Tournament/Event	
National Masters Tournament	
Range of Permanent Facilities Required	
FIELD REQUIREMENTS	
No. of Fields	3 fields on single site is preferred but can be within reasonable commuting distance e.g. within approximately 30 min travel time
Field surface type	2 Water and 1 Wet Dressed
Safety run off area	2 m from side line & 3 m from goal line (FIH minimum)
Field Lighting	400 lux
Team Dugouts	Covered seating provided for 8 people
TECHNICAL REQUIREMENTS	
Umpire changing rooms	Two changing rooms available at all times with lockable storage
Umpires/ Officials lounge	One room available (suitable for meetings)
Scoreboards	Goals Time clock
Technical Dugout	Raised area in between team dugouts
TEAM REQUIREMENTS	
Team changing rooms	Minimum of 4 changing rooms with toilets and showers.
PAVILION REQUIREMENTS	
Viewing Capability	View of turf either from deck or through windows
HNZ/FIH administration office / green room	Office for HNZ personnel (4 people) with phone and Broadband Internet access
Additional meeting rooms	2 rooms to seat 30 people (minimum)
VENUE REQUIREMENTS	
Accessible by public transport	Yes
Adequate parking - buses	2 vans per team (50-60 teams)
Adequate parking - cars	100 cars
Minimum Stadium Capacity	1000
Tiered bleacher seating	250
Seating other (standing room)	500
Public food facilities	Adequate refreshments available
Public toilets	Minimum ratio of 1 toilet per 150 spectators

NB The above are permanent specifications only. Associations also need to be able to meet the Temporary Specifications for this tier to be eligible to host these events and tournaments.

4. MINIMUM PERMANENT SPECIFICATIONS FOR HOSTING – Tier Four

TIER FOUR	
Tournament/Event	
National Senior Tournament National U15 Premier Tournaments National Hatch and Collier Tournaments Tier 1 Secondary School Tournaments	
Range of Permanent Facilities Required	
FIELD REQUIREMENTS	
No. of Fields	2 Fields on Site
Field surface type	1 Water, 1 Wet Dressed
Safety run off area	2 m from side line & 3 m from goal line (FIH minimum)
Field Lighting	400 Lux
Team Dugouts	Covered seating provided for 8 people
TECHNICAL REQUIREMENTS	
Umpire changing rooms	One changing room available at all times (two if both genders officiating)
Umpires/ Officials lounge	One room available (suitable for meetings)
Scoreboards	Goals
Technical Dugout	Raised area in between team dugouts
TEAM REQUIREMENTS	
Team changing rooms	Changing rooms available for all teams both pre and post match with toilets and showers
PAVILION REQUIREMENTS	
Viewing Capability	View of turf either from deck or through windows
Tournament Control Office	Control office for TD and TA at the tournament with phone, fax, broadband internet, computer workstations, photocopier, loud speaker system. Separate room/office with computer facilities for TD
Additional meeting rooms	Room available for Judicial Meetings
VENUE REQUIREMENTS	
Adequate parking - buses	2 vans per team
Adequate parking - cars	100 cars
Minimum Stadium Capacity	1000
Tiered bleacher seating	250
Seating other (standing room)	750
Public food facilities	Adequate refreshments available
Public toilets	1:150 toilet to spectator ratio

NB The above are permanent specifications only. Associations also need to be able to meet the Temporary Specifications for this tier to be eligible to host these events and tournaments.

4. MINIMUM PERMANENT SPECIFICATIONS FOR HOSTING – Tier Five

TIER FIVE	
Tournament/Event	
National U18 Championship Tournaments National U15 Championship Tournaments Tier 2 Secondary School Tournaments	
Range of Permanent Facilities Required	
FIELD REQUIREMENTS	
No. of Fields	2 fields on site
Field surface type	1 Water, 1 Wet Dressed
Safety run off area	2 m from side line & 3 m from goal line (FIH minimum)
Field Lighting	250 lux
Team Dugouts	Covered seating provided for 8 people
TECHNICAL REQUIREMENTS	
Umpire changing rooms	One changing room available at all times with toilets (two if both genders officiating)
Umpires/ Officials lounge	One room available (suitable for meetings)
Scoreboards	Goals
Technical Dugout	Raised area in between team dugouts
TEAM REQUIREMENTS	
Team changing rooms	Changing rooms available for all teams both pre and post match
PAVILION REQUIREMENTS	
Viewing Capability	View of turf from pavilion
Tournament Control Office	Control office for TD and TA at the tournament with phone, fax, broadband internet, computer workstations, photocopier, loud speaker system. Separate room/office with computer facilities for TD
Additional meeting rooms	Room available for Judicial Meetings
VENUE REQUIREMENTS	
Adequate parking - buses	2 vans per team
Adequate parking - cars	100 cars
Minimum Stadium Capacity	750
Tiered bleacher seating	250
Seating other (standing room)	500
Public food facilities	Adequate refreshments available
Public toilets	1:150 toilet to spectator ratio

NB The above are permanent specifications only. Associations also need to be able to meet the Temporary Specifications for this tier to be eligible to host these events and tournaments.

4. MINIMUM PERMANENT SPECIFICATIONS FOR HOSTING – Tier Six

TIER SIX	
Tournament/Event	
Tier 3 and 4 Secondary School Tournaments	
Range of Permanent Facilities Required	
FIELD REQUIREMENTS	
No. of Fields	1 field on site
Field surface type	Sand
Safety run off area	2 m from side line & 3 m from goal line (FIH minimum)
Field Lighting	250 Lux
Team Dugouts	Seating provided for 8 people
TECHNICAL REQUIREMENTS	
Umpire changing rooms	One changing room available with toilets
Umpires/ Officials lounge	One room available (suitable for meetings)
Scoreboards	Goals
Technical Dugout	Raised area in between team dugouts
TEAM REQUIREMENTS	
Team changing rooms	Changing rooms available for all teams pre match with toilets
PAVILION REQUIREMENTS	
Viewing Capability	View of turf from pavilion
Tournament Control Office	Control office for TD and TA at the tournament with phone, fax, broadband internet, computer workstations, photocopier, loud speaker system. Separate room/office with computer facilities for TD
Additional meeting rooms	Room available for Judicial Meetings
VENUE REQUIREMENTS	
Adequate parking - buses	2 vans per team
Adequate parking - cars	50 cars
Minimum Stadium Capacity	500
Tiered bleacher seating	100
Seating other (standing room)	400
Public food facilities	Adequate refreshments available
Public toilets	1:150 toilet to spectator ratio

NB The above are permanent specifications only. Associations also need to be able to meet the Temporary Specifications for this tier to be eligible to host these events and tournaments.

5. MINIMUM TEMPORARY SPECIFICATIONS FOR HOSTING EVENTS – Tier One

Minimum Temporary Specifications for Facilities have been set for each tier of event. Associations will need to meet these requirements in order to be eligible to host any Hockey New Zealand event.

TIER ONE	
Tournament/Event	
FIH Top Property Event FIH 2 nd Tier Property Event FIH Endorsed Events (HNZ Owned) International Test Matches (vs. teams ranked 1-6) NHL Finals Weekend/Tournament	
Range of Temporary Facilities Required	
FIELD REQUIREMENTS	
Video Tower	Raised and covered video area for 4 team video analysts/operators and equipment with power. 4m across at front, 2 metres deep with tables and chairs.
MEDIA REQUIREMENTS	
Media Centre	Spacious, well lit room, air conditioned, close proximity to field of play and media viewing area. Needs tables, chairs, power outlets and wired internet access.
Press Conference Room	Separate area in close proximity to the Media Centre, with convenient access for players and team representatives. To seat 25-30 people
Media Viewing Area	A dedicated field-of-play viewing area, adjacent to and within easy access to the Media Centre, whenever possible with a "Press Only" entrance, must be provided for print and radio journalists
Video Umpire Facilities	A separate room adjacent to the Umpire Manager's office where no one can disturb the video umpire.
Phones	Dedicated line for radio broadcasting
PAVILION REQUIREMENTS	
VIP/Sponsor Hospitality	Function rooms for VIP and Sponsor Hospitality functions with full view of playing field - 50 people
Corporate Hospitality	Separate seated area for Corporate Hospitality with full view of playing field - 50 people
VENUE REQUIREMENTS	
Public Announcement System	A fully equipped and clearly audible sound system must be available for the stadium announcer and all other announcements
Public food facilities	Adequate refreshments available for sale at outlets around the ground
OTHER REQUIREMENTS	
Signage	Must be able to be clean venue for exclusive HNZ & FIH sponsor signage
Supplier Arrangements	Must be allowed to bring sponsor product on-site
Medical Facilities	Specific room for First Aid close to the match pitch
Accreditation Centre	An area at the venue where accreditation can be collected
Flag Poles (Int. Tournaments only)	One for each participating country, one for FIH and one for HNZ
Internet	High Speed Wireless Internet Access

NB The above are temporary specifications for facilities which are required to be met in conjunction with the Minimum Permanent Specifications. 'Temporary' is defined as being specifications which are not required to be permanent fixtures at a facility.

5. MINIMUM TEMPORARY SPECIFICATIONS FOR HOSTING EVENTS – Tier Two

TIER TWO	
Tournament/Event	
International Test Matches (vs. teams ranked 7+) NHL Round Robin Matches National U21 Tournament National U18 Tournament	
Range of Temporary Facilities Required	
FIELD REQUIREMENTS	
Video Tower	Raised and covered video area for 4 team video analysts/operators and equipment with power. 4m across at front, 2 metres deep with tables and chairs.
MEDIA REQUIREMENTS	
Media Centre	Room or dedicated seating area for 4-6 media with close proximity to field of play and media viewing area. Needs tables, chairs, power outlets and wired internet access.
Press Conference Room	N/A
Media Viewing Area	A dedicated field-of-play viewing area, adjacent to and within easy access to the Media Centre must be provided for print and radio journalists
Video Umpire Facilities	N/A
Phones	Dedicated line for radio broadcasting
PAVILION REQUIREMENTS	
VIP/Sponsor Hospitality	Function rooms for VIP and Sponsor Hospitality functions with full view of playing field
VENUE REQUIREMENTS	
Public Announcement System	A fully equipped and clearly audible sound system must be available for the stadium announcer and all other announcements
Public food facilities	Adequate refreshments available for sale at outlets around the ground
OTHER REQUIREMENTS	
Signage	Must be able to be clean venue for exclusive HNZ & FIH sponsor signage
Supplier Arrangements	Must be allowed to bring sponsor product on-site
Medical Facilities	Specific room for First Aid close to the match pitch
Accreditation Centre	N/A
Flag Poles (Int. Test Matches only)	One for each participating country
Internet	High Speed Wireless Internet Access
Photographer	Photographer on site for team and action photos (for 100% of event)

NB The above are temporary specifications for facilities which are required to be met in conjunction with the Minimum Permanent Specifications. 'Temporary' is defined as being specifications which are not required to be permanent fixtures at a facility.

5. MINIMUM TEMPORARY SPECIFICATIONS FOR HOSTING EVENTS – Tier Three and Four

TIER THREE	
Tournament/Event	
National Masters Tournament	
Range of Temporary Facilities Required	
MEDIA REQUIREMENTS	
Media	Media area with table, power and phone line. Broadband Internet access for media
TEAM REQUIREMENTS	
Catering	Catering available for teams
VENUE REQUIREMENTS	
Public Announcement System	A fully equipped and clearly audible sound system must be available for the stadium announcer and all other announcements
OTHER REQUIREMENTS	
Signage	Sufficient space available for HNZ Sponsor signage if required
Supplier Arrangements	Must be allowed to bring sponsor product on-site
Medical Facilities	St Johns representative or other competent qualified First Aider (i.e. medical practitioner, nurse) is present on site and responsible for first aid at all times during tournament.
Internet	High Speed Internet Access
Photographer	Photographer on site for team and action photos (for 30% of event)

TIER FOUR	
Tournament/Event	
National Senior Tournament National U15 Premier Tournaments National Hatch and Collier Tournaments Tier 1 Secondary School Tournaments	
Range of Temporary Facilities Required	
MEDIA REQUIREMENTS	
Media	Media area with table, power and phone line. Broadband Internet access for media
TEAM REQUIREMENTS	
Catering	Catering available for teams
VENUE REQUIREMENTS	
Public Announcement System	A fully equipped and clearly audible sound system must be available for the stadium announcer and all other announcements
OTHER REQUIREMENTS	
Signage	Sufficient space available for HNZ Sponsor signage if required
Supplier Arrangements	Must be allowed to bring sponsor product on-site
Medical Facilities	St John's representative or other competent qualified First Aider (i.e. medical practitioner, nurse) is present on site and responsible for first aid at all times during tournament.
Internet	High Speed Internet Access
Photographer	Photographer on site for team and action photos (for 50% of event)

NB The above are temporary specifications for facilities which are required to be met in conjunction with the Minimum Permanent Specifications. 'Temporary' is defined as being specifications which are not required to be permanent fixtures at a facility.

5. MINIMUM TEMPORARY SPECIFICATIONS FOR HOSTING EVENTS – Tier Five and Six

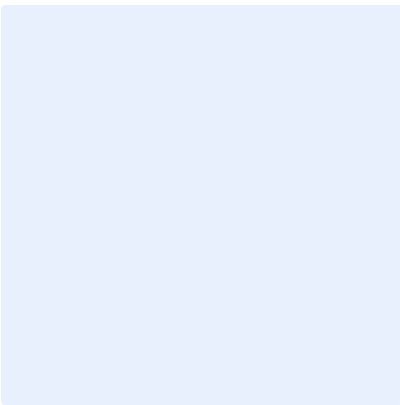
TIER FIVE	
Tournament/Event	
National U18 Championship Tournaments National U15 Championship Tournaments Tier 2 Secondary School Tournaments	
Range of Temporary Facilities Required	
MEDIA REQUIREMENTS	
Media	Media area with table, power and phone line. Broadband Internet access for media
TEAM REQUIREMENTS	
Catering	Catering available for teams
VENUE REQUIREMENTS	
Public Announcement System	A fully equipped and clearly audible sound system must be available for the stadium announcer and all other announcements
OTHER REQUIREMENTS	
Signage	Sufficient space available for HNZ Sponsor signage if required
Supplier Arrangements	Must be allowed to bring sponsor product on-site
Medical Facilities	St John's representative or other competent qualified First Aider (i.e. medical practitioner, nurse) is present on site and responsible for first aid at all times during tournament.
Internet	High Speed Internet Access
Photographer	Photographer on site for team and action photos (for 25% of event)

TIER SIX	
Tournament/Event	
Tier 3 and 4 Secondary School Tournaments	
Range of Temporary Facilities Required	
MEDIA REQUIREMENTS	
Media	Media area with table, power and phone line. Broadband Internet access for media
TEAM REQUIREMENTS	
Catering	Catering available for teams
VENUE REQUIREMENTS	
Public Announcement System	A fully equipped and clearly audible sound system must be available for the stadium announcer and all other announcements
OTHER REQUIREMENTS	
Signage	Sufficient space available for HNZ Sponsor signage if required
Supplier Arrangements	Must be allowed to bring sponsor product on-site
Medical Facilities	St John's representative or other competent qualified First Aider (i.e. medical practitioner, nurse) is present on site and responsible for first aid at all times during tournament.
Internet	High Speed Internet Access
Photographer	Photographer on site for team and action photos (for 25% of event)

NB The above are temporary specifications for facilities which are required to be met in conjunction with the Minimum Permanent Specifications. 'Temporary' is defined as being specifications which are not required to be permanent fixtures at a facility.

6. SAMPLE ASSOCIATION SELF ASSESSMENT FORM

This is a Sample Association Self Assessment form based on a fictional facility. Associations will be sent a blank form and requested to complete a self-assessment of their facility which will then be collated by Hockey New Zealand.

GENERAL			
Association	Random Hockey Association		
Name	Joe Bloggs		
Association Role	Facility Manager		
Facility/Venue Name	World Hockey Stadium		
Number of Full sized Hockey Turfs	2		
Turf Ownership	Random Hockey Association		
Other Facilities	Please list the other facilities your Association uses for hockey within your region		
<i>Surface e.g. water turf</i>	<i>Venue e.g. Johns College</i>	<i>Size e.g. ½ sized turf</i>	<i>Usage e.g. Under 5's</i>
Water	John's College	Full Field	Secondary School
Netball Court	Random Netball Club	¼ field	Under 6's, Under 9's
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Future Facilities	In the next 10 years what new turfs are planned?		
<i>Surface e.g. water turf</i>	<i>Venue</i>	<i>Size</i>	<i>Used for</i>
Water Turf	World Hockey Stadium	Full Size	International and Premier
Enter surface type	Venue Name	Size of Field	Usage
Enter surface type	Venue Name	Size of Field	Usage
Comments			
If you have any other general comments about your facilities please write them here Our facilities are world class and are suitable for hosting all sorts of events.			
Venue Plan			
If possible please insert a site map of your facilities, or attach it when you send your completed form.			
			

STADIUM	
Stadium Capacity	5000
Pavilion	Yes
<i>Viewing Capability</i>	Yes they have an excellent view of both match pitches
<i>Spectator Capacity</i>	There is room for 100 people to view both pitches
<i>Offices</i>	4-5 offices can be made available for tournament purposes.
<i>Meeting Rooms</i>	There are 3 meeting rooms that can be made available for tournaments
<i>Bar Facilities</i>	Yes there are excellent bar facilities on site
<i>Cafe Facilities</i>	Yes there are excellent cafe facilities on site
<i>Players Lounge</i>	Yes there is space available for players to relax
<i>Officials Lounge</i>	Yes there is space available for officials to relax
<i>Public Toilets</i>	12 Toilets, 6 female, 6 male
Access	
<i>Parking</i>	150 car parks for hockey users
<i>Overflow Parking</i>	If needed we can access another 200 car parks
<i>Buses</i>	Yes there is room for 3-4 tour buses
<i>Public Transport</i>	Accessible by bus, train and ferry
Team Changing Rooms	
<i>Number Available</i>	Four changing rooms
<i>Showers</i>	4 showers per changing room
<i>Toilets</i>	3 toilets per changing room
<i>Electrical Outlets</i>	Yes
Umpire Changing Rooms	
<i>Number Available</i>	Two changing rooms
<i>Showers</i>	Two showers per changing room
<i>Toilets</i>	Two toilets per changing room
<i>Electrical Outlets</i>	Yes
Drug Testing Facilities	Must contain a waiting room, drug control room and toilets
<i>Availability</i>	Permanently available
Public Announcements	
<i>Sound System</i>	We have a permanent top of the range sound system
<i>Wireless Microphone</i>	We have two wireless microphones
Medical Facilities	
<i>First Aid Room</i>	We have a permanent First Aid Room
<i>Location</i>	The First Aid room is located between the two match pitches and is easily accessible from both
<i>Service Providers</i>	St John's
Media/Communications	
<i>Phone Lines</i>	PABX with five lines
<i>Internet</i>	We have Wireless High Speed Broadband
<i>Fax</i>	Yes
<i>Media Area</i>	Yes we have a permanent media room with tables, chairs and phone and internet access
<i>Photographer</i>	Yes we access photographers

TOURNAMENT HOSTING POLICY

TURFS (please complete for your main facility only)

Turf 1 (this should be the 'No. 1' turf)

Name of Turf	World Pitch 1
Field Surface Type	Water
Other Surface Type	Enter other surface type here.
Manufacturer Code	Tiger Turf WETT
Age Of Turf	
<i>First Laid in</i>	June 10
<i>Resurfaced in</i>	N/A
<i>Due for resurfacing in</i>	June 20
Condition of Turf	This turf is in top condition
Safety Run Off Areas	
<i>Sideline</i>	Greater than 2 metres but less than 3 metres
<i>Baseline</i>	Greater than 3 metres but less than 4 metres
Field Lighting Level	1000 Lux
Team Dugouts	
<i>Covered</i>	Yes
<i>Number of Seats</i>	10 seats available
<i>Electrical Outlets</i>	Yes
<i>Water Proof</i>	Yes
Technical Dugouts	
<i>Raised Platform</i>	Yes
<i>Number of officials</i>	Can seat 6 officials
<i>Enclosed Table</i>	Yes
<i>Electrical Outlets</i>	Yes
Scoreboard	
<i>Availability</i>	Permanent Scoreboard
<i>Type</i>	Electronic
<i>Time Clock</i>	Yes
Seating (Permanent)	
<i>Covered Seating</i>	300 covered seats
<i>Tiered Seating</i>	800 tiered seats
Seating (Temporary)	An extra 1000 seats can be installed
Standing Room	Standing room for 500 people
Video Tower	
<i>Structure</i>	Permanent Structure
<i>Capacity</i>	Can hold six people and equipment comfortably
<i>Access to Power</i>	Yes
<i>Location</i>	15 metres directly behind the goal at one end of the turf

TOURNAMENT HOSTING POLICY

Field 2	
Name of Turf	World Pitch 2
Field Surface Type	Water
Other Surface Type	Enter other surface type here.
Manufacturer Code	Tiger Turf WETT
Age Of Turf	
<i>First Laid in</i>	January 90
<i>Resurfaced in</i>	January 10
<i>Due for resurfacing in</i>	January 20
Condition of Turf	This turf is only a year old and is in good condition.
Safety Run Off Areas	
<i>Sideline</i>	Greater than 2 metres but less than 3 metres
<i>Baseline</i>	Greater than 3 metres but less than 4 metres
Field Lighting Level	750 Lux
Team Dugouts	
<i>Covered</i>	Yes
<i>Number of Seats</i>	9 seats available
<i>Electrical Outlets</i>	Yes
<i>Water Proof</i>	Yes
Technical Dugouts	
<i>Raised Platform</i>	Yes
<i>Number of officials</i>	Can seat 6 officials
<i>Enclosed Table</i>	Yes
<i>Electrical Outlets</i>	Yes
Scoreboard	
<i>Availability</i>	Temporary Scoreboard Available
<i>Type</i>	Electronic
<i>Time Clock</i>	Yes
Seating (Permanent)	
<i>Covered Seating</i>	100 covered seats
<i>Tiered Seating</i>	500 tiered seats
Seating (Temporary)	An extra 500 temporary seats could be installed
Standing Room	500
Video Tower	
<i>Structure</i>	Temporary Structure
<i>Capacity</i>	Four people maximum
<i>Access to Power</i>	Yes
<i>Location</i>	Would likely be behind the goal on the fence line

TOURNAMENT HOSTING POLICY

Field 3	
Name of Turf	E.g. TigerTurf 1.
Field Surface Type	Please select from Water, Wet Dressed, Sand or Other
<i>Other Surface Type</i>	Enter other surface type here.
Manufacturer Code	Insert Manufacturer and Manufacturers code here e.g, Tiger Turf WETT.
Age Of Turf	
<i>First Laid in</i>	Please enter month and year
<i>Resurfaced in</i>	Please enter month and year
<i>Due for resurfacing in</i>	Please enter month and year
Condition of Turf	Please describe the condition of your turf and what levels of hockey are suitable to be played on it.
Safety Run Off Areas	
<i>Sideline</i>	Please enter the distance in metres from the sideline to the edge of the turf
<i>Baseline</i>	Please enter the distance in metres from the baseline to the edge of the turf
Field Lighting Level	Enter lighting level in lux here. E.g. 400 lux.
Team Dugouts	
<i>Covered</i>	Are your dugouts covered?
<i>Number of Seats</i>	Click here to enter text e.g. 1, 2, 3, 4.
<i>Electrical Outlets</i>	Click here to enter text e.g. Yes/No.
<i>Water Proof</i>	Click here to enter text e.g. Yes/No.
Technical Dugouts	
<i>Raised Platform</i>	Click here to enter text e.g. Yes/No
<i>Number of officials</i>	Please enter the number of officials the dugout can comfortably seat
<i>Enclosed Table</i>	Click here to enter text e.g. Yes/No
<i>Electrical Outlets</i>	Click here to enter text e.g. Yes/No
Scoreboard	
<i>Availability</i>	Is there a scoreboard permanently available?
<i>Type</i>	Is the scoreboard manual or electronic?
<i>Time Clock</i>	Is there a time clock available?
Seating (Permanent)	
<i>Covered Seating</i>	Please enter the amount of seating available
<i>Tiered Seating</i>	Please enter the amount of seating available
Seating (Temporary)	Please estimate the amount of temporary seating
Standing Room	Please estimate the amount of standing room available
Video Tower	
<i>Structure</i>	Please describe whether the video tower is permanent or temporary
<i>Capacity</i>	Please enter the maximum number of people the tower can hold
<i>Access to Power</i>	Please enter yes or no
<i>Location</i>	Please describe the probable/permanent location of the tower

TOURNAMENT HOSTING POLICY

Field 4	
Name of Turf	E.g. TigerTurf 1.
Field Surface Type	Please select from Water, Wet Dressed, Sand or Other
<i>Other Surface Type</i>	Enter other surface type here.
Manufacturer Code	Insert Manufacturer and Manufacturers code here e.g, Tiger Turf WETT.
Age Of Turf	
<i>First Laid in</i>	Please enter month and year
<i>Resurfaced in</i>	Please enter month and year
<i>Due for resurfacing in</i>	Please enter month and year
Condition of Turf	Please describe the condition of your turf and what levels of hockey are suitable to be played on it.
Safety Run Off Areas	
<i>Sideline</i>	Please enter the distance in metres from the sideline to the edge of the turf
<i>Baseline</i>	Please enter the distance in metres from the baseline to the edge of the turf
Field Lighting Level	Enter lighting level in lux here. E.g. 400 lux.
Team Dugouts	
<i>Covered</i>	Are your dugouts covered?
<i>Number of Seats</i>	Click here to enter text e.g. 1, 2, 3, 4.
<i>Electrical Outlets</i>	Click here to enter text e.g. Yes/No.
<i>Water Proof</i>	Click here to enter text e.g. Yes/No.
Technical Dugouts	
<i>Raised Platform</i>	Click here to enter text e.g. Yes/No
<i>Number of officials</i>	Please enter the number of officials the dugout can comfortably seat
<i>Enclosed Table</i>	Click here to enter text e.g. Yes/No
<i>Electrical Outlets</i>	Click here to enter text e.g. Yes/No
Scoreboard	
<i>Availability</i>	Is there a scoreboard permanently available?
<i>Type</i>	Is the scoreboard manual or electronic?
<i>Time Clock</i>	Is there a time clock available?
Seating (Permanent)	
<i>Covered Seating</i>	Please enter the amount of seating available
<i>Tiered Seating</i>	Please enter the amount of seating available
Seating (Temporary)	Please estimate the amount of temporary seating
Standing Room	Please estimate the amount of standing room available
Video Tower	
<i>Structure</i>	Please describe whether the video tower is permanent or temporary
<i>Capacity</i>	Please enter the maximum number of people the tower can hold
<i>Access to Power</i>	Please enter yes or no
<i>Location</i>	Please describe the probable/permanent location of the tower