

CYCLING TIME TRIALS

The national governing body for CYCLING time trials
www.ctt.org.uk

SOUTH DISTRICT COUNCIL

COURSE DETAILS FOR START SHEETS

&

RISK ASSESSMENT

COURSE NUMBER

P751

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CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P751

Distance...11.5 miles.....Short Description.....Kingsworthy – Micheldever - Kingsworthy.....

GUIDANCE NOTES FOR PROMOTING SECRETARIES

RISK ASSESSMENT. Promoting Secretaries should refer to the Course Risk Assessment and check that all measures to reduce risks have been covered.

Promoting Secretaries should complete an Event Risk Assessment to identify any additional risks arising shortly before the event and brief competitors if necessary. Promoting Secretaries should still complete an Event Risk Assessment even if there were no additional hazards, and return it to the District Secretary.

FIELD PLACEMENT. Whilst the underlying principle of field placement is to arrange the starting position of each rider to avoid paced and company riding, the overriding consideration must be the Safety of Competitors.

The event should be on the road for as little time as practicable, so that slower riders are not exposed to the danger of becoming left adrift by being placed at the end of the field. This will also reduce the duty of care placed on marshals and timekeepers who may not be aware that riders are still out on the course. The Safety of Competitors must be given priority over the *strict* application of the principle of field placement as per Guidance Note No.8. In order to reduce the danger to the slower riders, consideration should be given to placing faster riders at the end of the field even though their potential time might qualify them for a higher spot nearer the front of the field. The latter part of Guidance Note No. 8 may also be helpful in this respect

NOTES TO BE INCLUDED ON START SHEETS/START CARDS or DISPLAYED AT SIGNING--ON

SAFETY INSTRUCTIONS

Riders must:

Any rider observed riding in a manner which may jeopardise his or her own safety, the safety of others and the future of the Sport will be disqualified and reported to the South District Council of Cycling Time Trials.

SAFETY NOTICE

The National Committee strongly recommends that the following warning appears on all start sheets –

IN THE INTERESTS OF YOUR OWN SAFETY,
Cycling Time Trials and the event promoters strongly advise you to wear a HARD SHELL HELMET that meets an internationally accepted safety standard.
In accordance with Regulation 15, ALL JUNIOR competitors must wear Protective Hard Shell Helmets.
It is recommended that a WORKING REAR LIGHT, either flashing or constant, is fitted to the machine in a position visible to following road users and is active while the machine is in use.

SIGNING-ON SHEET & RACE NUMBERS

Riders must sign the Official Signing-On Sheet at the Event HQ to obtain their Race Number.

USUAL HQ-

SAFE ROUTE TO START AND FROM FINISH:

Course to be used for club events only, riders will initially gather in a nearby 'Byway' which is suitable for car-parking and later, at the start point. Route to start would be, turn right out of byway over railway bridge to start point. Return to parking area after finish, turn right into byway approx.130 yards after finish.

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DUTY OF CARE

1. The Riders

The Primary “Duty of Care” rests with the Riders. It is their responsibility to:

- comply with traffic law and regulations; the Highway Code and the Risk Assessment. Failure to comply renders a Rider liable to disqualification and possible further disciplinary action.
- observe the measures taken by the Highways Authorities to reduce risks and conflict with other road users.
- ride in a manner that is safe for themselves and all others.
- accept they participate at their own risk and must rely on their own ability and judgement in dealing with all hazards.

2. Other Road Users

Other Road Users, particularly drivers, have a “Duty of Care”. It is their responsibility to:

- comply with traffic law and regulations and to obey the Highway Code.
- observe the measures taken by the Highways Authorities to reduce risks and conflict with other road users.
- drive in a manner that is safe for themselves and all others.
- accept that cyclists have a *legal* right to use the Highway.

3. The Highways Authorities

The Highways Authorities have a “Duty of Care” to provide a *Safe Road Infrastructure*.

It is their responsibility to:

- identify locations where there is a potential for conflict between road users.
- reduce conflict by the use of signs, road markings or physical systems such as traffic lights and roundabouts.
- reduce risks caused by hazards such as sharp bends, steep hills and narrow sections of road, wild life and vulnerable people by signing and road markings.
- decide speed limits and implement traffic calming measures to reduce accidents.
- repair defective road surfaces, cut back vegetation, remove abandoned cars and fly tipping.

4. The Governing Body for Cycle Time Trials

The District Council of the Governing Body has a “Duty of Care”. It is their responsibility to:

- check what the Highways Authorities have done is suitable for cycle time trials by carrying out a Course Risk Assessment and introducing additional specific measures to make the road safer for Riders and other road users. If additional measures are not required this will be recognised and signified on the Course Risk Assessment by the words “No additional measures required”.
- instruct the Promoting Secretary (Event Organiser) on action to reduce all risks to “LOW”.

5. The Event Organiser (or Promoting Secretary)

The Promoting Secretary (Event Organiser) has a “Duty of Care”.

He or she is responsible for:

- implementing the Measures to Reduce Risk identified in the Course Risk Assessment.
- completing an Event Risk Assessment to identify any additional risks arising shortly before the event and briefing Riders if appropriate, and taking measures to reduce new risks to “LOW”. This could include contacting the Highways Authority to eliminate hazards, eg; potholes, broken grids, and abandoned cars as part of the Authority’s “Duty of Care”
- submitting an Event Risk Assessment to the District Secretary of the Governing Body after the event. If there were no additional hazard, a Nil Return is required.

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FULL COURSE DESCRIPTION FOR START SHEETS

START on the Stoke Charity-Kings Worthy road at a point on the south side approx. 70 yards beyond the railway bridge at Kings Worthy, opposite an electricity power pole.SU488348. Proceed to the junction with the A33. SU497329. (1.3 miles).Turn left (M1) onto the A33 and proceed towards Basingstoke to the Junction on the left at the bottom of a dip, signposted Micheldever 2 miles, Stoke Charity 2 ¼ miles, Wonston 3 ¼ miles SU529392 (5.9 miles). Turn left (M2) (Care, sharp corner) and proceed to Micheldever, where bear left (M3) at junction in the centre of the village, near to the church, signposted Stoke Charity 1 ¼ miles, Sutton Scotney 3 ¾ miles SU514391) (6.9 miles), continue towards Stoke Charity to the junction on the left signposted Kings Worthy 4 ½ miles, Winchester 6 ¾ miles. (Old Stoke Road) SU486392 (8.6 miles). Turn left (M4) (Care, sharp corner) (Care at road narrowing when leaving Stoke Charity) and proceed to Kings Worthy to finish at a point opposite double electricity power poles, approx 90 yards short of speed de-restriction signs and approx. 130 yards short of byway on the right (11.4 miles) (SU486351).

For the full two lap course, continue past the finish and start points as described above and complete one more complete circuit to finish at a point opposite double electricity power poles, approx. 90 yards short of speed de-restriction signs and approx. 130 yards short of byway on the right. (22.9 miles) (SU486351).

COURSE RISK ASSESSMENT

Approved by the District Council for Time Trial Secretaries and Promoting Secretaries.

| | Location | Details of Hazard | Risk H/M/L | Measures to Reduce Risk |
|----|---------------------------|---|------------|--|
| 1. | General Requirements | Road Usage meets CTT Traffic Standards | L | Traffic Counts Time restrictions on use of Course. |
| 2 | Before START | Competitors riding from Event Headquarters Competitors warming up. | M | Cycle Event Warning Sign Instructions on Start Sheet; - safe routes to START - prohibited areas for warming up - no U turns in sight of Timekeeper |
| 3 | Area of START SU488348 | Competitors waiting | L | Cycle race warning signs at GR SU488351 & 488346 |
| 4 | START | Competitor and/or Holder-up falling | L | None |
| 5 | GR SU489345 | Minor road on right | L | None |
| 6 | GR SU491343 | Minor road on right | L | None |
| 7 | GR SU492340 | Minor road on right | L | None |
| 8 | GR SU494336 | Minor road on right | L | None |
| 9 | GR SU496332 | Minor road on right | L | None |
| 10 | GR SU496333 | Minor road on right | L | None |
| 11 | GR SU497329 | Crossroad at A33. Traffic from right, minor road opposite | M | Care note on start sheet,Information signs |
| 12 | GR SU508348 | Minor road on right. | L | None |

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| | Location | Details of Hazard | Risk H/M/L | Measures to Reduce Risk |
|----|--------------|--|---------------|---|
| 13 | GR SU515364 | Metalled entrance to Right of Way on left, intersection in dual carriageway and minor road on right. | L | |
| 14 | GR SU529392 | Left turn off the A33 | L | Directional signs. |
| 15 | GR SU518392 | Minor road on left | L | None |
| 16 | GR SU515391 | Minor road on left. | L | None |
| 17 | GR SU515392 | Small car park on right. | L | None |
| 18 | GR SU 515391 | Minor road on left | L | None. |
| 19 | GR SU514391 | Left turn towards Stoke Charity. | L | Directional signs. |
| 20 | GR SU503388 | Narrow railway arch. | L | none |
| 21 | GR SU 498390 | Minor road on right. | L | None. |
| 22 | GR SU 486392 | Stoke Charity left turn towards Kings Worthy (Old Stoke Road). | L | direction sign and care note on course details/start sheet. |
| 23 | GR SU 486390 | Stoke Charity (Old Stoke Road). Traffic calming-narrowing to single lane | L | Care note on course details/start sheet. |
| 24 | GR SU 485374 | Minor private road on right. (West Stoke Farm). | L | None. |
| 25 | GR SU 484364 | Minor road on right. | L | None. |
| 26 | GR SU 488350 | Minor road on right. Right of Way on left. | L | None. |
| 27 | GR SU 488349 | Kings Worthy-Left and right hand bends on railway bridge. | L | Care note on course details/start sheet. (FOR TWO LAP COURSE ONLY). |

TIME RESTRICTIONS ON USE OF COURSE

| Day(s) | Months | Last Rider on Road (am events) | First Rider on Road (pm events) |
|----------------------|--------|-----------------------------------|------------------------------------|
| Weekdays | | | |
| Saturdays | | | |
| Sundays | | | |
| (& Bank Holidays) | | | |

ORDNANCE SURVEY MAPS COVERING COURSE WITH GRID REFERENCE SQUARES

MAP DETAILS: Ordnance Survey - Landranger Series Sheet 185....
Grid Square References : ...SU.....

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STREET MAPS to aid identification of Hazards

STREET ATLAS: Ordnance Survey for Hampshire....
Scale 3.5 inches to 1 mile (5.52 cm to 1Km)

Published by George Philip Ltd (Philip's)

Document History:

| Description/Amendments | By (name/Club) | Version No | Date Changes Made |
|-------------------------------|--------------------------|-------------------|--------------------------|
| Original Risk Assessment | | Mk II revised | February 2008 |
| 2010 Template | Claire Newman (South DC) | 2010/1 | January 2013 |
| | | | |

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EVENT RISK ASSESSMENT

To be prepared by the Promoting Secretary to identify specific additional hazards and returned to the District Secretary.

PROMOTING CLUB:.....

DATE OF EVENT:

DAY OF WEEK.....START TIME.....

SPECIFIC RISKS

| Location | Details of Hazard | Risk H/M/L | Measures to Reduce Risk |
|-----------------|--------------------------|-----------------------|--------------------------------|
|-----------------|--------------------------|-----------------------|--------------------------------|

Signed.....Date.....

GUIDANCE NOTES for Promoting Secretary

The purpose of this form is to forward details of any additional hazards or incidents that occurred during the event, that may require an amendment to the Course Risk Assessment and record any measures taken to reduce risks from additional hazards.

Location should include Ordnance Survey Grid Reference to ease identification of hazard.

Inspect the Course during the week before Race Day for additional hazards such as potholes, broken grids and abandoned cars and contact the Highway Authority to have them eliminated as part of their responsibility for “Duty of Care”. Also inspect the Course for other incidents and hazards such as temporary road works, diverted traffic, other local events, mud and parked vehicles.

Please record any measures you took to reduce risk including replacing marshals and any comments on additional measures that might be added to the Course Risk Assessment for future events.

A completed copy of this form should be sent to the District Secretary after the event even if there were no additional hazards to report.