

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

P454/25

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CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P455/25

Distance...25 miles....Short Description...East Stoke – Wool – Lulworth Circuit

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 HELMETS

For events where helmets are not compulsory, the following should be printed on all Start Sheets: "In the interests of your Own Safety, Cycling Time Trials and the event promoters strongly advise competitors to wear a HARD SHELL HELMET that meets an internationally accepted safety standard. Cycling Time Trial regulations require all competitors under the age of 18 years to wear a Hard Shell Helmet". For events where helmets are compulsory, the notice should read "All competitors in this event are required to wear HARD SHELL HELMETS, which should meet an internationally accepted safety standard". Any rider failing to wear a Hard Shell Helmet in such an event **MUST** be disqualified and this must be stated on the Start Sheet.

SIGNING-ON SHEET & RACE NUMBERS

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

SAFE ROUTES TO START AND FROM 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 by concrete area on South side of unclassified road (Wool - East Holme) opposite S bend sign 2.5m east of Wool. Proceed west to Wool where fork left onto B3071 (care). Then south on B3071 to West Lulworth where turn left onto B3070 (care) and proceed through East Lulworth towards Wareham to turn left onto unclassified road towards Wool. Continue past the start and repeat the circuit. After two laps proceed past the start to Wool where again fork left onto B3071 to FINISH opposite wooden signpost just before road on left signposted to Combe Keynes

COURSE RISK ASSESSMENT

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

	Location	Details of Hazard	Risk	Measures to Reduce Risk
1	General Requirements	Road Usage meets CTT standards	L	Traffic Counts / Time Restrictions
2	Before START	Competitors riding from Event HQ to the start. Competitors warming up.	L	No additional measures
3	Area of START	Competitors waiting at side of road. Timekeepers vehicle only.	L	Cycle event warning signs on B3071 Instructions on start sheet on conduct at start.
4	START layby near Wool Station B3071 ST845868	Competitors and/or Holder Up falling	L	No additional measures
5	Minor Road on left from Bindon Abbey ST846868	Riders from turning left completing laps joining rides starting	M	Marshals & Cycle event warning signs
6	Wool Village first half mile of course	Parked cars and driveways	M	Cycle event warning signs and warning on start sheet
7	Minor Lane ST846855	Minor lane on left	L	No additional measures
8	Coombe Keynes ST840844	Minor Road on left riders turning left to finish	L	Cycle event warning signs and warning on start sheet
9	Lulworth Camp ST835816	Left Turn onto B3070	M	Marshals & Cycle event warning signs
10	Lulworth Camp on right	Tank firing range. (Tanks may be firing)	L	Warning on start sheet
11	East Lulworth ST856818	Bear left through Village.	L	Marshals & Cycle event warning signs
12	East Lulworth ST858819	Minor road on right & sharp left & right bends in road through village	M	Cycle event warning signs and warning on start sheet to take care.
13	Road From Coombe Keynes ST860822	Crossroads both minor roads	L	No additional measures
14	Road on right ST863822	Minor road on right	L	No additional measures
15	West Holme ST886855	Left turn in to minor road	M	Marshals & Cycle event warning signs
16	East Stoke ST871861	Crossroads both minor roads	L	No additional measures
17	Minor lane ST862861	Minor road on left	L	No additional measures
18	Wool T junction ST846868	Left Turn riders coming from right just starting event.	M	Marshals & Cycle event warning signs. Warning on start sheet to take care.
19	Repeat as above 2 nd Lap			

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	Location	Details of Hazard	Risk	Measures to Reduce Risk
20	Coombe Keynes ST840844	Turn left onto Minor Road towards Finish	L	Cycle event warning signs and warning on start sheet
21	FINISH	Finish area with timekeeper’s vehicle only	L	Chequered board/flag. Instructions on start sheet – not times will be given/no stopping/no U-turns at Finish
22	After FINISH	Competitors returning to HQ	L	Instructions on start sheet on safe route. Cycle event warning signs

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 194....
Grid Square References : ...ST.....

STREET MAPS to aid identification of Hazards

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

Published by George Philip Ltd (Philip’s)

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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
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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.