



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

P601

INDEX

Summary of Course Details for Start Sheets	page 2
Guidance Notes for Event Promoters	pages 3/4
Course Risk Assessment	page 5
Event Risk Assessment	page 7

CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P601 **Distance:** 10.2 miles

Short Description: Wildhern – Vernham Dean – Hatherden Circuit

SUMMARY OF COURSE DETAILS FOR START SHEETS

FULL COURSE DESCRIPTION FOR START SHEETS

START adjacent to the village green in Vernham Dean (GR 341566) 100yds to the west of the Village Hall. Proceed west out of village through S bend to turn left up Conholt Hill (M1). At top of Conholt Hill bear left on Andover Road (M2) and continue through Tangley to Hatherden where sharp left opposite village school on road to Wildhern (M3). At T-junction in Wildhern turn left towards Upton (M4). Descend hill into Upton where left towards Vernham Dean (M5). FINISH 200yds short of start and just before village hall.

NOTES to be included on Start Sheets or Displayed at the Event Headquarters

- Safety Instructions:** All issues affecting competitors as identified by the Risk Assessment
- Safety Helmets:** Advice on use of a Hard Shell Helmet to international safety standard.
- Signing-On Sheet:** Instruction on Signing-On and collection of Race Number.
- Safe Routes :** Safe Routes to Start and from Finish.
- Duty of Care:** “The Duty of Care” of Riders and Others relating to the Event

CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P601 **Distance:** 10.2 miles

Short Description: Wildhern – Vernham Dean – Hatherden 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.

NOTES TO BE INCLUDED ON START SHEETS or DISPLAYED AT HEADQUARTERS

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

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 Trials regulations require all competitors under the age of 18 years to wear a Hard Shell Helmet.

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

CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P601

Distance: 10.2 miles

Short Description: Wildhern – Vernham Dean – Hatherden Circuit

GUIDANCE NOTES FOR PROMOTING SECRETARIES

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.

CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P601

Distance: 10.2 miles

Short Description: Wildhern – Vernham Dean – Hatherden Circuit

COURSE RISK ASSESSMENT

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

COURSE DETAILS

	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	Warning on start sheet
3	Area of START	Competitors waiting at side of road. Timekeepers vehicle only.	L	Cycle event warning signs on B3347 north of start. Instructions on start sheet on conduct at start.
4	START adjacent to the village green in Vernham Dean 100yds to the west of the Village Hall. (SU341566)	Competitors and/or Holder Up falling	L	No additional measures
5	Bowers Lane (SU334565)	Minor road on right	L	No additional measures
6	Left turn onto Conholt Hill (SU332565)	Left turn onto minor road	L	Marshal and/or direction sign
7	Bottom of Conholt Hill (SU332564)	Minor road on right	L	No additional measures
8	Top of Conholt Hill (SU326554)	Minor Road on left	L	No additional measures
9	Conholt Park – Chute Causeway (SU322552)	Minor crossroads	L	Marshal and/or direction sign
10	Hampshire Gate (SU326541)	Minor road on right	L	No additional measures
11	Downlands Farm (SU331535)	Minor road on left	L	No additional measures
12	Tangley (SU330527)	Minor crossroads	L	No additional measures
13	The Fox (SU334518)	Minor crossroads	L	No additional measures
14	Hatherden (SU342506)	Minor roads on right	L	No additional measures
15	Left turn at Hatherden (SU344503)	Sharp left turn onto minor road. Danger of competitors turning wide.	M	Marshal and warning signs for oncoming traffic. Notice to riders on start sheet.
16	Hatherden House (SU345506)	Minor entrance on right	L	No additional measures
17	Hungerford Lane (SU347509)	Minor crossroads	L	No additional measures
18	Wildhern (SU353510)	Give way at left turn onto minor road.	M	Marshal and warning signs for oncoming traffic. Warning on start sheet
19	Crossroads (SU353528)	Minor roads on left and right	L	No additional measures
20	Descent into Upton (SU360545)	Sharp bends on fast descent. Danger of competitors falling.	M	Warning on start sheet
21	Upton (SU360551)	Ford may have water in wet weather	L	Warning on start sheet
22	Upton (SU360552)	Give way at left turn onto minor road.	M	Marshal and warning signs for oncoming traffic. Warning on start sheet
23	Ankers Farm (SU348559)	Minor roads on left and right	L	No additional measures
24	FINISH (SU345564)	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
25	After FINISH	Competitors returning to HQ	L	Instructions on start sheet on

CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P601 **Distance:** 10.2 miles

Short Description: Wildhern – Vernham Dean – Hatherden Circuit

				safe route.
--	--	--	--	-------------

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
Grid Square References :

STREET MAPS to aid identification of Hazards

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

Published by George Philip Ltd (Philip's)

CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

COURSE NUMBER: P601 **Distance:** 10.2 miles

Short Description: Wildhern – Vernham Dean – Hatherden Circuit

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.