

# **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**

**P901/25**

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# CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

**COURSE NUMBER: P901/25**

**Distance:** 25 Miles    **Short Description:** Fontwell/Tangmere/Westthampnett/Arundel - A27

## 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. Traffic Safety Signs should be erected as specified in the Risk Assessment to warn other road users that a Cycle Event is taking place. These signs should normally be removed on the day of the event to avoid contravening Section 143 of the Highways Act 1980.

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 and/or DISPLAYED AT HEADQUARTERS

### SAFETY INSTRUCTIONS

Riders must:

- not cross the A27 in the Start and Finish areas
- use the recommended safe routes to the Start and to return to the Headquarters
- not warm up on the Course
- exercise care at the following locations
  - crossing Tangmere RAB both ways
  - turning LEFT at Temple Bar. Caution 150-degree change of direction
  - passing exit and acceleration lanes at Tangmere Flyover
  - descending Hospital Hill to roundabout TURN at Arundel West RAB
  - negotiating all roundabouts particularly at Fontwell
  - passing all acceleration lanes from "B" and unclassified roads joining the A 27
- not turn RIGHT at Fontwell West RAB after the FINISH but should continue on A27 to turn LEFT into Duke's Road to return to the Event Headquarters.

**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 should be disqualified and reported to the South District Council of Cycling Time Trials.**

## CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

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**Distance:** 25 Miles    **Short Description:** Fontwell/Tangmere/Westhampnett/Arundel - A27

### GUIDANCE NOTES FOR PROMOTING SECRETARIES

#### SAFETY HELMETS

For events where helmets ***are not*** compulsory, the following notice 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".

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.

Cycling Time Trial regulations require all competitors under the age of 18 years to wear a Hard Shell Helmet and this must be stated on all Start Sheets.

#### SAFETY REAR LIGHTS

The following notice should be printed on all Start Sheets: "In the interests of your Own Safety, Cycling Time Trials and the Event Promoters strongly advise competitors that a working rear light, either flashing or fixed, is fitted to your machine in a position clearly visible to following road users". This is to alert motorists to the competitor's presence on the highway and give them time to make driving alterations if necessary.

#### SIGNING-ON SHEET & RACE NUMBERS

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

#### EVENT HEADQUARTERS

Open Events: Aldingbourne Community Sports Centre is normally available. (SU 935052)

Club Events; Britten's Lane, Fontwell (SU 940072)

#### SAFE ROUTES TO START

**CLUB EVENTS:** The safe route for Club Events from the HQ at Britten's Lane is proceed East on the A27 to Fontwell West RAB where take 1<sup>st</sup> Exit to stay on A27. Then turn 1<sup>st</sup> LEFT into Duke's Road and immediately LEFT again to take the subway under the A27 to London Road to approach Fontwell West RAB from the East. If riders do not wish to use the subway then they must still turn LEFT at Fontwell West RAB and proceed to Fontwell East RAB and encircle to retrace to Fontwell West RAB.

**OPEN EVENTS:** The Promoting Secretary is responsible for including a recommended safe route for Open Events which does not involve turning RIGHT at Fontwell West RAB. The safe route from the Aldingbourne Community Sports Centre is turn left on to the A29 and proceed north via Westergate Street, Nyton Road and Fontwell Avenue to turn LEFT on Level Mare Lane and RIGHT into Denmans Lane.

#### SAFE ROUTES FROM FINISH

**CLUB EVENTS:** The safe route for Club Events from the Finish to the HQ at Britten's Lane is to turn LEFT at Fontwell West RAB to stay on the A27. Then turn 1<sup>st</sup> LEFT into Duke's Road and proceed west to T junction with Britten's Lane where turn LEFT back to the Headquarters.

**OPEN EVENTS:** The Promoting Secretary is responsible for including a recommended safe route for Open Events which does not involve turning Right at Fontwell West RAB. The safe route back to Aldingbourne Community Sports Centre is to take the first exit at Fontwell West RAB after the FINISH to stay on A27. Then turn 1<sup>st</sup> LEFT into Duke's Road and immediately LEFT again to take the subway under the A27 to London Road to approach Fontwell West RAB from the East. Turn LEFT and retrace to the Headquarters on the A29 via Fontwell Avenue, Nyton Road and Westergate Street. If riders do not wish to use the subway then they must still turn LEFT at Fontwell West RAB and proceed to Fontwell East RAB and encircle to retrace to Fontwell West RAB.

**Any rider turning RIGHT at Fontwell West RAB to leave the A27 in either a Club Event or an Open Event MUST be disqualified**

#### Note for Promoters of Club Events

*Where "Instructions on Start Sheet" appears under "Measures to Reduce Risk" on the Course Risk Assessment, this should be interpreted as "Displayed at Headquarters".*

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## 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.
- erecting and removing Traffic Safety Signs as specified in the Course Risk Assessment warning other road users a of Cycle Event. These signs should normally be removed on the day of the event
- 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. Even if there were no additional hazards, a Nil Return is required.

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## FULL COURSE DESCRIPTION FOR START SHEETS

**START** in Denmans Lane , west of Fontwell Race Course at a point 10 yard North of GPO Pillar Box and 10 yards South of junction with A27. (SU 934072).

PROCEED to A27 and turn LEFT to join A27. Proceed West to Tangmere RAB where straight across to continue on A27. Take slip road up Tangmere Flyover on A285 to South RAB. Turn RIGHT, **2<sup>nd</sup> Exit**, to cross the flyover to North RAB. (3.2 Miles). Take **1<sup>st</sup> Exit** and continue north on A285 for 500 yards to Temple Bar. Turn LEFT on to an unclassified road to Westhampnett RAB (4.86 Miles) (SU 877060).

Take 1<sup>ST</sup> Exit on to old A27 to Portfield RAB where take 1<sup>st</sup> Exit on to A27 Westhampnett By-pass and proceed under Tangmere Flyover to Tangmere RAB where straight across to continue on A27 to Fontwell West RAB. Take 1<sup>st</sup> Exit to Fontwell East RAB where take 2<sup>nd</sup> Exit to stay on A27 to Arundel West RAB where:

**TURN** (14.18 Miles) ( TQ 013069).

RETRACE on A27 through START back to Tangmere Flyover to take slip road A285 up to South RAB (21.98 Miles) (SU 896066). Turn RIGHT **2<sup>nd</sup> Exit** as before to cross the flyover to North RAB (22.1 Miles) Then turn **RIGHT, 2<sup>nd</sup> Exit** to rejoin A27 eastbound.

PROCEED East on A27 to Tangmere RAB where straight across to stay on A27 to:

**FINISH** at eastern end of crash barrier on North side of A27 by entrance to field, 220 yards east of Britten's Lane and approximately 270 yards short of the START (25 Miles) (SU 942072)

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**NOTE** It is the responsibility of the rider to proceed northwards from Tangmere Flyover North RAB at 3.2 miles and to turn Right at the same RAB at 22.1 miles.

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## COURSE RISK ASSESSMENT

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

	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
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 - competitors must not cross the A27 at the Start Area
3	Area of START Denmans Lane West of Fontwell Race Course SU 944072	Competitors waiting in Denmans Lane	L	Cycle Event Warning Sign on A27 Instruction on Start Sheet on conduct at Start.

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	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
4	<b><u>START</u></b> Denmans Lane SU 944072	Competitors and/or Holder-up falling	L	No additional measures required
5	Level Mare Lane SU 939072	Minor road on Left Cyclist/Pedestrian/ Equestrian crossing of A27	L	No additional measures required
6	Norton Lane SU 929069	Minor road on Left Cyclist/Pedestrian crossing of A27	L	No additional measures required
7	Nyton Road SU 922070	B2233 joining from Left. Acceleration lane for westbound vehicles joining A27 Gap in central reservation to permit eastbound vehicles to cross A27 to enter Nyton Road. Vehicles exiting Nyton Road prohibited from crossing A27. Cyclist/Pedestrian/ Equestrian crossing of A27.	L	Cycle Event Warning Signs in acceleration lane and on east bound central reservation gap for right turn into Nyton Road. Warning instruction on Start Sheet. (Traffic flow light joining and crossing A27 at time of events)
8	Easthampnett Lane SU 912070	Minor road on Left	L	No additional measures required.
9	Tangmere RAB SU 908070	Unclassified crossroad from Tangmere Village to Boxgrove Village. Traffic crossing from Right.	M	Cycle Event Warning Signs in Meadow Way, Tangmere and The Street Boxgrove. Warning Instruction on Start Sheet
10	Tangmere Road SU 904069	Minor road on Left Acceleration lane for westbound vehicles joining A27. Gap closed in central reservation.	L	No additional measures required. (Traffic joining A27 is light)
11	Tangmere Flyover Slip Road SU 898067	LEFT fork to leave A27 on Slip Road up to Flyover	L	Instruction on Start Sheet Direction Sign and/or Marshal at bottom of slip road for Open Events.
12	Tangmere Flyover South RAB SU 896066	RIGHT turn, 2 <sup>nd</sup> Exit to cross flyover	L	Instruction on Start Sheet Direction Sign and/or Marshal for Open Events (Traffic flow is light).

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	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
13	Tangmere Flyover North RAB SU 895068	Straight across, <b>1<sup>st</sup> Exit</b> on A285.	L	Instruction on Start Sheet that onus is on Rider to take <b>1<sup>st</sup> Exit</b> at 3.2 miles. Direction Sign for Open Events. Cycle Event Warning Sign on exit slip road from A27. (Traffic flow is light)
14	Westhampnett Rd. Temple Bar SU 896072	LEFT turn off A285 on to unclassified road. Caution 150 degree change of direction.	M	Instruction on Start Sheet. Cycle Event Warning Sign in Westhampnett Road Marshal and/or Direction Sign
15	Strettington Lane SU 895071	Minor road on Right	L	No additional measures required.
16	Maudlin RAB SU 887064	Mini RAB Straight across, 2 <sup>nd</sup> Exit. Event route is major road	L	No additional measures required. 1 <sup>st</sup> Exit is now a little used cul-de sac. Previously the A27 before Westhampnett By-pass was built. Converted into an off-road cycle route to Tangmere.
17	Rolls Royce Site SU 885063	Access road on RIGHT Traffic islands opposite site entrance narrow the carriageway	L	No additional measures required.
18	The Grange SU 884062	New housing development. Minor road on RIGHT.	L	No additional measures required.
19	Tilemakers Close SU 884062	New housing development Minor road on LEFT.	L	No additional measures required.
20	Crossroads Westhampnett SU 883062	Event route has priority Claypit Lane is one-way Coach Road was stopped-up by Westhampnett By-pass. Access road to Amenity Tip for Household Waste.	L	No additional measures required.
21	Domestic Waste Recycling Plant SU 882061	Access for Contractors Vehicles only	L	No additional measures required. Not in use at time of events.
22	Westhampnett RAB SU 877060	LEFT turn, 1 <sup>st</sup> Exit on to dual carriageway of old A27. Traffic coming from Right.	M	Instruction on Start Sheet. Direction Sign and/or Marshal for Open Events. Cycle Event Warning Signs.

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	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
23	Portfield RAB SU 877055	LEFT turn, 1 <sup>st</sup> Exit on to A27 Westhampnett By-pass Traffic coming from Right.	M	Instruction on Start Sheet. Direction Sign and/or Marshal for Open Events Cycle Event Warning Sign.
24	“Old Coach Road” SU 884058	Pedestrian/Cyclist crossing. Coach Road is stopped up to vehicles.	L	No additional measures required
25	Tangmere Flyover Exit slip road SU 892066	Traffic leaving A27 crossing path of competitors.	L	Warning on Start Sheet. No additional measures required as traffic flow is light.
26	Tangmere Flyover Entry slip road SU 898069	Traffic joining A27 from Left on slip road	L	Warning on Start Sheet. Cycle Event Warning Sign on top of slip road
27	Tangmere RAB SU 908070	Unclassified crossroad from Tangmere Village to Boxgrove Village. Traffic crossing from Right.	M	Cycle Event Warning Signs in Meadow Way, Tangmere and The Street, Boxgrove. Warning Instruction on Start Sheet
28	Eartham Lane SU 922070	Minor road on Left Cyclist/Pedestrian/ Equestrian crossings of A27 Vehicles exiting Eartham Lane prohibited from crossing A27	L	No additional measures required.
29	Britten’s Lane SU 940072	Minor road on Left. Cyclists/Pedestrian/ Equestrian crossings of A27 Westbound traffic on A27permitted to turn Right into Britten’s Lane but Event Route has priority. Vehicles exiting Britten’s Lane must turn Left and join A27 eastbound.	L	Cycle Event Warning Sign in Britten’s Lane, Warning instruction on Start Sheet.
30	Littleheath Road SU 944073	Cyclist/Pedestrian/ Equestrian crossing of A27 Littleheath Rd is stopped up	L	No additional measures required.
31	Fontwell West RAB SU 950071	LEFT turn, 1 <sup>st</sup> Exit to stay on A27. Traffic coming from Right.	M	Cycle Event Warning Sign. Instruction on Start Sheet. Marshal and/or Direction Sign for Open Events.
32	Fontwell East RAB SU 957072	RIGHT turn, 2 <sup>nd</sup> Exit to stay on A27. Traffic coming from Right.	M	Cycle Event Warning Sign. Instruction on Start Sheet. Direction Sign and/or Marshal for Open Events

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	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
33	Mill Road SU 970068	Minor road joins on LEFT. Gap in central reservation has been closed to vehicles exiting Mill Lane. Cyclists/pedestrian crossing of A27 to Tye Lane	L	No additional measures required.
34	Shellbridge Road SU 974068	B2132 joins on LEFT, but vehicles exiting Shellbridge Road are prohibited from crossing A27. Gap in central reservation permits westbound vehicles to cross A27 to enter Shellbridge Road. Cyclist/pedestrian crossing of A27 to Yapton Lane.	L	No additional measures required.
35	A27 reduces to single carriageway SU 997073	Road reduces from two lanes to one lane with on- coming traffic on right	L	Warning on Start Sheet. No additional measures required.
36	Descent of Hospital Hill TQ 005070	Fast descent to Arundel West RAB. Traffic islands narrow the carriageway. Minor residential roads on RIGHT	L	Warning on Start Sheet. No additional measures required.
37	<b><u>TURN</u></b> Arundel West RAB TQ 013069	Junction with A284 London Road and Ford Road	M	Cycle Event Warning Signs. Instruction on Start Sheet. Marshal and Direction Signs at TURN.
38	Jarvis Road TQ 005070	Minor road on LEFT	L	No additional measures required.
39	Tortington Lane TQ 002071	Minor road on LEFT	L	No additional measures required.
40	A27 changes to dual carriageway. SU 997073	Road widens from one lane to two lanes with no on- coming traffic.	L	No additional measures required.
41	Havenwood Caravan Park SU 987073	Gap in central reservation to give east bound vehicles access to Caravan Park and Binstead Lane.	L	No additional measures required.

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	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
42	Binstead Lane SU 983072	Minor road on LEFT. Limited access for vehicles.	L	No additional measures required
43	Yapton Lane SU 974068	B2132 joins from LEFT but vehicles exiting Yapton Lane are prohibited from crossing A27. Gap in central reservation permits eastbound vehicles to cross A27 to enter Yapton Lane, Cyclist/Pedestrian crossing of A27 to Shellbridge Road.	L	No additional measures required.
44	Tye Lane SU 970068	Minor road joins from LEFT. Gap in central reservation has been closed to vehicles exiting Tye Lane. Cyclist/Pedestrian crossing of A27 to Mill Road	L	No additional measures required.
45	Access road to Works. SU 963069	Minor road on LEFT. Gap in central reservation of A27 to give access to eastbound vehicles.	L	No additional measures required at times approved for use of course.
46	Arundel Road SU 959069	Minor road on LEFT to Fontwell Village.	L	No additional measures required.
47	Fontwell East RAB SU 957072	LEFT turn, 1 <sup>st</sup> Exit to <b>stay</b> on A27. Traffic coming from Right	M	Cycle Event Warning Sign. Instruction on Start Sheet. Direction Sign and/or Marshal for Open Events.
48	Fontwell West RAB SU 950071	RIGHT turn, 3 <sup>rd</sup> Exit to <b>stay</b> on A27. Traffic coming from Right. Traffic taking 2 <sup>nd</sup> exit	M	Cycle Event Warning Signs. Instruction on Start Sheet. Direction Sign and/or Marshal for Open Events.
49	Denmans Lane SU 944072	Minor road on Left. Cyclist/Pedestrian/ Equestrian crossing of A27 Earlier starters merging with late starters.	L	Cycle Events Warning Signs on A27 in Start Area (See also 3 above). Instruction on Start Sheet. No additional measures required.
50	Level Mare Lane SU 939072	As Location 5	L	

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	<b>Location</b>	<b>Details of Hazard</b>	<b>Risk H/M/L</b>	<b>Measures to Reduce Risk</b>
51	Norton Lane SU 929069	As Location 6	L	
52	Nyton Road SU 922070	As Location 7	L	
53	Easthampnett Lane SU 912070	As Location 8	L	
54	Tangmere RAB SU 908070	As Location 9	M	
55	Tangmere Road SU 904069	As Location 10	L	
56	Tangmere Flyover Slip Road SU 898067	As Location 11	L	
57	Tangmere Flyover South RAB SU 896066	As Location 12	L	
58	Tangmere Flyover North RAB SU 895068	RIGHT Turn, <b>2<sup>nd</sup> Exit</b> to rejoin A27 eastbound.	L	Instruction on Start Sheet that onus is on Rider to take <b>2<sup>nd</sup> exit</b> at 22.1 miles. Direction Sign for Open Events. Cycle Event Warning Sign on exit slip road from A27. Traffic coming from Left on RAB.
59	Tangmere Flyover Entry slip road. SU 898069	Rejoin A27 on slip road. Traffic coming from RIGHT on A27 has priority.	L	Warning Instruction on Start Sheet.
60	Tangmere RAB SU 908070	As Location 27	M	
61	Eartham Lane SU 922070	As Location 28	L	
62	Britten's Lane SU 940072	As Location 29	L	

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63	<b><u>FINISH</u></b> East of Britten's Lane Fontwell. SU 942072	Finish Area with Timekeeper's vehicle only parked off A27 on hard standing in a disused gateway to a field.	L	Chequered Board/Flag. Cycle Event Warning Sign. Instructions on Start Sheet; - no times to be given to competitors at Finish. - Competitors must not cross the A27 at the Finish Area.
64	After FINISH	Competitors returning to Event Headquarters.	M	Instructions on Start Sheet on safe route from FINISH back to Event Headquarters.

## TIME RESTRICTIONS ON USE OF COURSE P901/25

<b>Day(s)</b>	<b>Months</b>	<b>Last Rider on Road (am events)</b>	<b>First Rider on Road (pm events)</b>
Weekdays	All	No events	No events
Saturdays	All	No events	No events
Sundays } }	March to May	10.15	No events
& Bank } }	June to August	09.45	No events
Holidays } }	September	10.15	No events

## ORDNANCE SURVEY MAPS COVERING COURSE WITH GRID REFERENCE SQUARES

**MAP DETAILS:**            Ordnance Survey - Landranger Series Sheet 197  
Grid Square References : SU & TQ

## STREET MAPS to aid identification of Hazards

**STREET ATLAS:**            Ordnance Survey for West Sussex  
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.