

# CYCLING TIME TRIALS

The national governing body for CYCLING time trials [www.ctt.org.uk](http://www.ctt.org.uk)

SOUTH DISTRICT COUNCIL

COURSE DETAILS FOR START SHEETS & RISK ASSESSMENT

**COURSE NUMBER - P622-10c**

COURSE NAME – Danebury 10 mile

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CYCLING TIME TRIALS - SOUTH DISTRICT COUNCIL

**COURSE NUMBER - P622-10c**

Distance: 10 miles

Short Description: Danebury – Kentsboro – B3084 – A30 – Meon Hill – Danebury Circuit

## 1. GUIDANCE NOTES

### 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 check the course prior to the event and complete an Event Risk Assessment to identify any additional risks arising shortly before the event, and brief competitors if necessary. Promoting Secretaries should also advise the District Secretary of any amendments required to the course Risk Assessment document. An Event Risk Assessment should still be completed and returned to the District Secretary even if there were no additional hazards or amendments

### 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:

- Not make U-turns in the vicinity of the start or finish.
- Not stop at the finish or return to the timekeeper.
- Observe highway code, Give Way when entering A343 sharp left-hand turn Kentsboro. (Both circuits)
- Observe highway code, Give Way when entering A30 sharp left-hand turn from Hollom Down Road. (1<sup>st</sup> circuit)
- Observe highway code, Give Way when entering A30 sharp left-hand turn from Romsey Road. (2<sup>nd</sup> circuit)
- Take care at reverse left turn at Meon Hill, Stockbridge. Any riders crossing the white centre line will be disqualified.
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**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***

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***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**

Danebury Hill Fort Car Park

### **SAFE ROUTE TO START AND FROM FINISH**

HQ is between the Start and Finish points.

## **GUIDANCE NOTES FOR PROMOTING SECRETARIES**

### **DUTY OF CARE**

#### **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.

#### **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.

#### **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.

#### **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

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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”.

### 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, e.g. 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.

## 2. FULL COURSE DESCRIPTION FOR START SHEETS

1. START at the entrance to Small Factory entrance
2. Proceed North-west to the junction of A343, turn left.
3. Proceed West on A343 to B3084, turn left.
4. Proceed South on B3084 Romsey Road to the junction with the A30, turn left.
5. Proceed East on A30 to the top of Meon Hill, turn sharp left (reverse turn)
6. On the Old Stockbridge Road to Finish opposite Stockbridge Road turn.

## 3. COURSE RISK ASSESSMENT

	Location	Details of Hazard	Risk	Measure to reduce risk	Action
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	Warning Signs on Old Stockbridge Road at GR SU 324385 & 322387 (attach to posts). Instructions on Start Sheet - safe routes to START - prohibited areas for warming up. - No crossing white lines - No U turns in sight of Timekeeper	WS
4	Area of START (SU323386)	Competitors waiting in Car Park entrance	L	No additional measures	
5	START	Competitors and/or Holder Up falling	L	No additional measures	
6	(SU323386)	Start on Old Stockbridge Road	L	No additional measures	

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7	(SU318390)	Minor road left	L	No additional measures	
8	(SU307400)	Left turn on to main carriageway A343	H	Warning Sign on main carriageway and marshal	M WS
9	(SU302395)	Caution, Mini roundabout	L	No additional measures	
10	(SU299390)	Entrance to Air Museum on left	L	No additional measures	
11	(SU290379)	Crossroads at the George Inn, Middle Wallop	M	Warning Signs on approaching roads	WS
12	(SU286376)	Turn Left on to B3084	L	No additional measures	
13	(SU290368)	Minor crossroad	L	No additional measures	
14	(SU293360)	Minor crossroad	L	No additional measures	
15	(SU296384)	Left turn on to main carriageway A30	H	Warning Sign on main carriageway and marshal	M WS
16	(SU324353)	Minor road on left	L	No additional measures	
17	(SU327353)	Minor crossroad	L	No additional measures	
18	(SU348355)	Reverse left turn	H	Warning sign to riders and marshal	M WS
19	(SU343365)	Minor road right	L	No additional measures	
20	(SU335375)	Minor road right	L	No additional measures	
37	(SU335375)	Finish area with timekeeper's vehicle only. At the turn to Stockbridge Road	L	Chequered board/flag. Instructions on start sheet – not times will be given/no stopping/no U-turns at Finish Warning signs East of finish	WS
38	(SU335375)	After Competitors returning to HQ	L	Finish area with timekeeper's vehicle only	

### Action Guide:

WS = Warning Sign

DS = Direction Sign

M = Marshal

### TIME RESTRICTIONS ON USE OF COURSE

Day(s)	Months	Last Rider on Road (am events)	First Rider on Road (pm events)
Sunday am	April, May, September	N/A	N/A
	June, July, August	N/A	N/A
Saturday pm	June, July, August	N/A	N/A
	All other months	N/A	N/A
Weekdays	All	N/A	N/A

### RACE OFFICIALS

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Minimal list of officials to organise and run each event.

Role		
Signs Out		
Signing On/Off		
Race Fees and payments		
Time Keeper Starter		
Pusher Off		
Time Keeper Finish		
Time Keeper Assist		
Signs In		
Marshal 1 – A343 Turn (8)		
Marshal 2 – A30 Turn B3084 (15)		
Marshal 3 – Turn in to Old Stockbridge Road (18)		

### **TIME RESTRICTIONS ON USE OF COURSE**

General restriction applies that no riders on the course before 06:00.

Evening events should account that all riders should finish before sunset.

No restriction to the day of the week.

### **4. ORDNANCE SURVEY MAPS COVERING COURSE WITH GRID REFERENCE SQUARES**

MAP DETAILS:

Ordnance Survey - Landranger Series Sheet 185

Grid Square References:

### **5. STREET MAPS to aid identification of Hazards**

STREET ATLAS:

Ordnance Survey – Explorer Series Sheet 131

### **6. EVENT RISK ASSESSMENT**

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

PROMOTING CLUB: Andover Wheelers

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DATE OF EVENT:

### Danebury 10 - Time Trial Programme - 2022

Date	Event	Start	Course
10 <sup>th</sup> May 2022	Danebury 10 mile TT (10 Championship)	19.00	P622/10c
26 <sup>th</sup> July 2022	Danebury 10 mile TT	19.00	P622/10

Signed:

*Graeme Rasdall Lawes*

Date: 23 March 2022

#### *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.