**EVENT NOTIFICATION AND RISK ASSESSMENT COURSE S4/25 (June 2018)**

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| **CYCLING TIME TRIALS** |  | | Devon & Cornwall Constabulary | | | | |  | | Police/Safety Advisory Group | | | | | |
| Type of event: | | ¨INDIVIDUAL TIME TRIAL | | | | | | | ¨ 2 UP TEAM TIME TRIAL | | | | | | |
|  | | ¨ 3 UP TEAM TIME TRIAL | | | | | | | ¨ 4 UP TEAM TIME TRIAL | | | | | | |
|  | |  | | | | | | | ¨ OTHER | | | | | | |
| Event Headquarters | |  | | | | | | | | | | | | | |
| Name of event: | |  | | | | | | | | | | | | | |
| Promoting Club: | |  | | | | | | | | | | | | | |
| Date of event: | |  | | | | | | | | | | | | | |
| Time of start: | |  | | | Estimated time of finish: | | | | | | | | | Last man expected to finish by 09:30 | |
| Course Restriction | | Last Rider to finish by 9:30am | | | | | | | | | No riders to start before 19:00 | | | |
|  | | Check course restrictions in CTT handbook or with District Secretary | | | | | | | | | | | | |
| Organiser/Promoter: | | Forename: | | |  | | | | Surname: | | | | |  | |
| Address: | |  | | | | | | | | | | | | | |
| Address: | |  | | | | | | | | | | | | | |
| Address: | |  | | | | | | | | | | | | | |
| Postcode: | |  | | | | E- mail: | | |  | | | | | | |
| Telephone: | |  | | | | | | | | | | | | | |
| Safety Officer: | | Forename: | |  | | | | | Surname: | | | | |  | |
| Address: | |  | | | | | | | | | | | | | |
| Address: | |  | | | | | | | | | | | | | |
| Address: | |  | | | | | | | | | | | | | |
| Postcode: | |  | | | | E- mail: | | |  | | | | | | |
| Telephone: | |  | | | | | | | | | | | | | |
| Route ¨ Circuit ¨ Venue ¨ Name:  **S4/25 (2018)** | | Start on A38 approximately 1.5 miles South West of Buckfastleigh level with the clearway sign at the end of the lane out of Dean Prior Village and level with the 12th kerbstone.  Proceed Northeastwards on A38 in the Exeter bound direction to pass Buckfastleigh, Ashburton, Bickington, Heathfield and Chudleigh Knighton.    At Chudleigh Bridge filter left, turn right, give way, and turn right again to re-join the A38 in the Plymouth bound direction.  Retrace the outward route to filter left at sign “Lower Dean”.  Finish in the slip road at point level with the River Mardle bridge parapet on the Right hand side of the road and nearest the give way sign.  Intermediate mileage: - Chudleigh Bridge = 13 miles | | | | | | | | | | | | | |
| Estimated number of participants: | | Max | | | | | | | | | | | | | |
| Senior Official on the day: | |  | | | | | | | | | | | | | |
| Person(s) conducting Original Risk Assessment: | | Ken Robertson | | | | | | | Ken Robertson | | | | | | |
| Date of original Risk Assessment: | | April. 2018 | | | | | Date of last review: | | | | | April. 2018 | | | |
| Latest review | | May 2023 | | | | | Reviewer | | | | | Ian Myers | | | |
| All event marshals will be briefed | | | | | | | | | | | | | | | |
| Signed – Event Organiser/Promoter/Risk Assessor | |  | | | | | | | Date: | | | |  | | |

**RISK ASSESSMENT** is controlling the level of risk; it might be summarised as follows:

### LOOK…EVALUATE…ACT…REVIEW

## Generic Risk Assessment Codes

|  |  |  |  |  |  |  |
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| COLUMN A |  | COLUMN C | | | | |
| Measures to reduce risk to low | | | | |
| Hazard Risk rating level | **1** | Code of Practice advanced signing on approach to course | | | | These measures apply  **to all events, and the**  **whole course** |
| H = HIGH | **2** | **Code of Practice safety signs as determined by risk assessment** | | | |
|  | **3** | **Safety briefing for all competitors** | | | |
| M = MEDIUM | **4** | **Safety briefing for all marshals** | | | |
|  | **5** | **Competitors/Marshals WILL comply with traffic law** | | | |
| L = LOW | **6** | **All marshals to wear Hi-Vis clothing** | | | |
|  | **7** | **Advanced liaison with interested parties** | | | |
| **8** | **Event vehicles to be identifiable** | | | |
| COLUMN B | 9 | Road closure | | | | |
| PERSONS AT RISK | 10 | Additional approach signs | | | | |
|  | 11 | Junction to be marshalled by : | |  | Number of marshals | |
| A. COMPETITORS | 12 | Traffic signals to be manually controlled | | | | |
|  | 13 | Traffic signals to be marshalled | | | | |
| B. SPECTATORS | 14 | Motorcycle Police escort | | | | |
|  | 15 | Motorcycle safety marshal | | | | |
| C. ORGANISERS/  MARSHALS | 16 | Pedestrian crossings to be marshalled | | | | |
| 17 | Marshals to have method of communication | | | | |
|  | 18 | Officials to be identifiable | | | | |
| D. ON COMING TRAFFIC | 19 | Not open during event | | | | |
|  | 20 | Establish time of other events and review | | | | |
| E. PASSING TRAFFIC | 21 | Protective barriers in front of spectators | | | | |
|  | 22 | Physical protection (straw bales) | | | | |
| F. CROSSING FROM RIGHT | 23 | Signposted for competitors | | | | |
|  | 24 | Protection afforded by lines of cones | | | | |
| G. CROSSING FROM LEFT | 25 | Protect access/egress for emergency vehicles | | | | |
|  | 26 | Uniformed Police/ Traffic Warden | | | | |
| H. OTHERS - SPECIFY | 27 | Marshal with authority to stop traffic (if legislation allows) | | | | |
|  | 28 | Specify: | At the start, competitors must wait in single file alongside road edge/kerb at the specified point at least 4 metres from the timekeeper. | | | |
|  | 29 | Specify: |  | | | |

##### EXAMPLE

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| **Whole event codes (1-8) 1,2,3,4,5,6** | | | **A** | **B** | **C** |
| **ID NO.** | **Miles/kms from start location** | **Detail of hazard** | **Risk rating level** | **Persons at risk from hazard** | **Additional measures to reduce risk to LOW** |
| **1** | **2.3 m** | **Cross roads** | **M** | **A** | **11 (2),23** |

NOTES TO BE READ IN CONJUNCTION WITH THE RISK ASSESSMENTS

**On all courses using the A30 and A38 dual carrigeways**

**When putting out signs park vehicles in lay-bys or prior to the clearway signs in the approach roads. Under no circumstances should you park on the main carriageway. All signs should be placed outside the clearway signs. Persons placing or retrieving signs should not stop their vehicle on the clearway or walk along the carriage way where a clearway is in force. Under no circumstances should the person putting out and reclaiming the signs put themselves and other road users at risk. The notes below have been drawn up to minimise any risk to all road users.**

Signs warning traffic of the race will need to be put in position. They will need to be both along the course and at points outside the course. These signs should be placed out in the hour preceding the race and removed as soon as possible after the race has concluded.

(The signs used are CTT standard warning signs unless stated otherwise.)

Persons placing signs on the carriageway should wear reflective jackets that have full length sleeves and reflective bands on the body and sleeve to the following specification: - Class 3 to BS EN 471. (Available from Impsport and other suppliers)

Signs should be placed at least 1.5 metres away from the main carriageway and secured so they do not twist or become dislodged by the draft from passing vehicles.

It is recommended that the placement and retrieval of the signs is delegated to a team of members from the promoting club and not left to the event secretary or one other individual to place and retrieve. Typically, this would be as follows: -

Timekeepers and pusher off – signs between HQ and the start

Turn marshals – all signs in the vicinity of the turn

Timekeeper and recording clerk – signs prior to the finish and between there and the HQ

2 volunteers – to place other signs between start and turn and turn and finish

**The 3 notes below must be printed on the start sheet and also placed at the signing on point.**

**Note 1** – The course used for this event is on a high-speed road. Overtaking traffic will be moving fast. For your own safety keep well to the left and as close to the fog line as possible (1m. max.)

**Note 2** – There will be times when the traffic will be leaving the main road and filtering off to the left – be aware of this possibility every time you cross any exit road.

**Note 3** – There will be times when the traffic will be coming on to the main road and filtering in from your left – be aware of this possibility every time you cross any entry road.

**GENERIC RISK ASSESSMENT**

Due to the interaction/mixing of traffic and sporting events on the highway, there is a possibility that accidents may occur due to the driver/rider or participant error, and such incidents may result in serious personal injury.

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| **Course**  **identification:** | | | **S4/50 (2018)** | **A** | **B** | **C** |
| **Whole event codes (1-8):** | | | | **H/M/L** | **A - H** | **9 to 29 (only)** |
| **ID NO.** | **Miles/kms from start and/or location** | **Detail of hazard** | | **Risk rating level**  **H/M/L** | **Persons at risk from hazard** | **Additional**  **measures**  **to reduce risk**  **to LOW** |
| **0** | **Whole course** | **Overtaking traffic** | | **M** | **A – E** | **See note on start sheet - 1** |
| **1** | **Whole course** | **Traffic filtering left off main road – see points below** | | **M** | **A – E** | **See note on start sheet – 2** |
| **2** | **Whole course** | **Traffic filtering right on to main road – see points below** | | **M** | **A – E** | **See note on start sheet - 3** |
| **3** | **Pre-race route** | **Traffic on road approaching route** | | **M** | **A – E** | Sign in layby before Drybridge **(sign x 1 Med)** |
| **4** | **Pre-race route** | **Traffic on road approaching route** | | **M** | **A – E** | Sign at Drybridge entry point (sign x 1 Med) |
| **5** | **Pre-race route** | **Traffic on road approaching route** | | **M** | **A – E** | Sign between Drybridge & start – Tor Dean Farm entry **(10x 1 Med)** |
| **6** | **0** | **Riders waiting to start** | | **L** | **A – B – C - E** | **(Sign x 1 Med)– at start of lay-by** |
| **6a** | **0** | **Riders waiting to start** | | **L** | **A – B -C - E** | **Start line official (in addition to timekeepers) to control riders and check for compliance to regulations**  **(See regulation 27(vi))** |
| **7** | **0.7 M** | **Traffic leaving A38 for Lower Dean / Buckfastleigh** | | **H** | **A – F** | **Signs in and before start area are sufficient** |
| **8** | **2.2 M** | **Traffic leaving and entering at Dart Bridge – A384** | | **H / M** | **A – F – G** | **Signs in the start area & on slip (10 x 1 M) at agreed point** |
| **9** | **4.2 M** | **Traffic leaving and entering at Ashburton South** | | **H / M** | **A – F - G** | **Sign at Pridhamsleigh lay-by prior to the off slip & in the on slip (sign x 2 Med)** |
| **10** | **5.2 M** | **Traffic leaving and entering at**  **Ashburton North** | | **H / M** | **A – F - G** | **Sign by road into Ashburton prior to off slip & on slip (11 x 2 Med)** |
| **11** | **6.7 M** | **Traffic leaving for the A383** | | **H** | **A - F** | **Sign at Bus stop prior to the off slip (10 x 1 Med)** |
| **12** | **10.2 M** | **Traffic leaving and entering at Drumbridges - A382** | | **H / M** | **A – F - G** | **Sign at lay-by prior to the off slip & prior to the on slip (10 x 2 Med)** |
| **13** | **11.2 M** | **Traffic leaving for Chudleigh Knighton** | | **H** | **A – F** | **Sign at junction prior to the cycle path overbridge (10 x Med)** |
|  | **12.2 M** | **Turn left sign for riders in layby prior to off ramp** | | **L** | **A - F** | **Turn left sign for riders** |
| **14** | **12.7 M** | **Riders bear left to leave A38**  **Arrow & marshal not for safety** | | **L** | **A - F** | **23 x 1 Turn left sign for riders and marshal 11 x 1** |
|  |  | **Traffic on road approaching Course** | | **M** | **A \_ E** | **Sign in layby prior to Chudleigh Junctuon** |
| **15** | **12.9 M** | **Riders turn right to cross A38** | | **M** | **A – F – G** | **23 x 1 Turn right sign for riders, Sign by river bridge (10 x 1 Med) and Marshal 11 x 1** |
| **16** | **13.0 M** | **Riders turn right to rejoin A38** | | **M** | **A – D – E** | **23 x 1 Turn right sign for riders, sings on Chudleigh side of junction and on 2 joining roads (10 x 3 Med) and Marshal 11 x 1** |
| **17** | **13.2 M** | **Riders rejoin A38** | | **M** | **A – E** | **Sign at top of off slip**  **(10 x 1 Med) prior to clearway sign** |
| **18** | **14.7 M** | **Traffic joining A38 from Chudleigh Knighton** | | **H** | **A – F** | **Sign in the on slip (10 x 1 Med)** |
| **19** | **15.2 M** | **Traffic leaving and joining from Teigngrace** | | **L** | **A – E - F** | **Signage earlier on route plus sign at junction (10 x 1 Med)** |
| **20** | **15.7 M** | **Traffic leaving and entering at Drumbridges - A382** | | **H / M** | **A – F - G** | **Sign at Heathfield Cross & in the on slip (10 x 1 Med)** |
| **21** | **19.7 M** | **Traffic joining from A383** | | **H** | **A - F** | **Signage in the on slip (10 x 1 Med)** |
| **22** |  | **Traffic joining from Parkers Farm Caravan site** | | **M** | **A - F** | **Sign at junction (10 x 1 Med)** |
| **23** | **20.7 M** | **Traffic leaving and entering at**  **Ashburton North** | | **M** | **A – F - G** | **Sign at lay-by prior to the off slip & on the on slip – see No 23** |
| **24** | **22.2 M** | **Traffic leaving and entering at Ashburton South** | | **M** | **A – F - G** | **Sign at the end of Whistley Hill & on slip (10 x 2 Med)** |
| **25** | **24.0 M** | **Traffic leaving and entering at Dart Bridge – A384** | | **M** | **A – F – G** | **Previous signs & on the on slip (10 x 1 Med)** |
| **26** | **25.2 M** | **Riders bear left to leave A38**  **Sign & marshal not for safety** | | **L** | **A – F** | **23 x 2 Sign for riders + 11 (1)** |
| **27** | **Finish line 25.2** |  | | **L** | **A – D - E** | **Riders continue to the bottom of the slip road and return to headquarters, with care.** |
| **28** | **Post-race** | **Riders going to HQ** | | **L** | **A – E – F - G** |  |
| **29** | **Whole course** | **Other points where traffic may enter or leave** | | **L** | **A – F – G** | **Signs at other points on course are sufficient** |
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## SPECIFIC RISK ASSESSMENT

**To be used in case of any additional risk that is identified before event.**

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| --- | --- | --- | --- | --- | --- | --- |
| **Route ¨ Circuit ¨ Venue ¨ :** | | |  | | | |
| **Date of event:** | | |  | | | |
| **NO.** | **Location** | **Detail of hazard** | | **Persons at risk** | **Risk rating** |
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| **New control measures to reduce the above risk to low:** | | | | | |
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| **NO.** | **Location** | **Detail of hazard** | **Persons at risk** | **Risk rating** |
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| **New control measures to reduce the above risk to low:** | | | | |
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| Signed –Event Organiser/Promoter/Making specific risk assessment |  | Date: |  |