**EVENT NOTIFICATION AND RISK ASSESSMENT CYCLING**

###### TIME

###### TRIALS

###### 

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| To: | Devon and Cornwall | Constabulary | | | | |  | | | Police/Safety Advisory Group | | |
| Type of event: | | | X🞎INDIVIDUAL TIME TRIAL | | | | | | 🞎 2 UP TEAM TIME TRIAL | | | |
|  | | | 🞎 3 UP TEAM TIME TRIAL | | | | | | 🞎 4 UP TEAM TIME TRIAL | | | |
|  | | |  | | | | | | 🞎 OTHER | | | |
| Name of event: | | | NDV Open 100 | | | | | | | | | |
| Promoting Club: | | | North Devon Velo | | | | | | | | | |
| Date of event: | | | 19/06/2024 | | | | | | | | | |
| Time of start: | | | 07:00 | | Estimated time of finish: | | | | | | | 13:00 |
| Organiser/Promoter: | | | Forename: | | Phil | | | | Surname: | | | Ley |
| Address: | | | Marsh Green | | | | | | | | | |
| Address: | | | GoodLeigh | | | | | | | | | |
| Address: | | | Barnstaple | | | | | | | | | |
| Postcode: | | | EX32 7NY | | | E- mail: | | | philmley@btinternet.com | | | |
| Telephone: | | | 07919574013 | | | | | | | | | |
| Safety Officer: | | | Forename: | roger | | | | | Surname: | | | sheridan |
| Address: | | | wayside | | | | | | | | | |
| Address: | | | Putsborough Road | | | | | | | | | |
| Address: | | | Georgeham | | | | | | | | | |
| Postcode: | | | Ex33 1JU | | | E- mail: | | | roger@nopinz.com | | | |
| Telephone: | | | 07528729332 | | | | | | | | | |
| Route 🞎 Circuit 🞎 Venue 🞎 Name: | | | S12R/100 | | | | | | | | | |
| Estimated number of participants: | | | 60 | | | | | | | | | |
| Start Area location: | | | Lapford Garage | | | | | | | | | |
| Finish Area location: | | | Lapford Garage | | | | | | | | | |
| Senior Official on the day: | | | Phil Ley | | | | | | | | | |
| Person(s) conducting Risk Assessment: | | | Roger Sheridan | | | | | |  | | | |
| Date of original Risk Assessment: | | | ? | | | | | Date of last review: | | | Jan 2024 | |
| The First Aider/Paramedic will be trained to the required standard.All event marshals will be trained and briefed | | | | | | | | | | | | |
| Signed – Event Organiser/Promoter | | | Phi Ley | | | | | | Date: | | 19/01/2024 | |

**Notes for guidance for the completion of this Risk Assessment:**

**HAZARD** means the potential to cause harm.

**RISK** means the degree of likelihood that a hazard will cause harm.

**PERSONS AT RISK** who may be affected by a risk, i.e. the number of people who might be exposed to the hazard

**RISK** therefore reflects both the likelihood that harm will occur and it’s severity.

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

### LOOK…EVALUATE…ACT…REVIEW

## Generic Risk Assessment Codes

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 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: |  | | | |
|  | 29 | Specify: |  | | | |
|  | 30 | Specify: |  | | | |

##### EXAMPLE

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **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** |

**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.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course**  **identification:** | | **S** | **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** |
| **1** | **Area of start** | **Competitors waiting and turning** | **M** | **A,C,E** | **Warning signs A377 prior to start & marshal** |
| **2** | **Crossing A377** | **Riders to cross A377to get to start** | **L** | **A,B,C** | **Note to riders on start sheet**  **10 x 2 on each approach** |
| **3** | **0** | **Riders waiting to start** | **M** | **A, B, C, E** | **10 x 2 (each side of start area)11x 1 18** |
| **4** | **0.52** | **Pope Lane on R finish area** | **L** | **A, B.C** | **10 x 2 either side of junction** |
| **5** | **2.16** | **Staggered X roads** | **L** | **A, F, G** | **10 x 2 either side of junction** |
| **6** | **3.46** | **Staggered X roads** | **L** | **A, F, G** | **10 x 2 either side of junction 11 x 2 one on each side of road** |
| **7** | **6.71** | **Junction on left to station and on right to B3042** | **M** | **A, F, G** | **10 x 2 either side of junction** |
| **8** | **10.34** | **Cross roads – Chulmleigh** | **L** | **A, F, G** | **10 x 2 either side of junction**  **11X2 one on each side of junction** |
| **9** | **12.08** | **Cross roads – Colleton Mills** | **L** | **A, F, G** | **10 x 2 on either side of junction**  **Directional sign KEEP LEFT** |
| **10** | **13.58** | **Junction on right Kings Nympton Junction** | **M** | **A, F, G** | **10 x 2 either side of junction** |
| **11** | **15** | **Staggered X roads** | **L** | **A, F, G** | **10 x 2 either side of junction** |
| **12** | **20.5** | **TURN** | **M** | **A, F, G** | **10 x 4 on approach**  **Caution Cyclists turning on both approaches**  **11 x 2 on either side of junction**  **Directional signs for riders** |
| **13** | **21.81** | **Staggered X roads** | **L** | **A, F, G** | **10 x 2 on either side of junction** |
| **14** | **27.23** | **Junction on left Kings Nympton Junction** | **L** | **A, F, G** | **10 x 2 either side of junction** |
| **15** | **28.77** | **Cross roads – Colleton Mills** | **L** | **A, F, G** | **10 x 2 either side of junction** |
| **16** | **30.47** | **Cross roads – Chulmleigh** | **L** | **A, F, G** | **10 x 2 either side of junction 11 x 2 one on each side of road** |
| **17** | **34.11** | **Junction on right to station and on left to B3042** | **M** | **A, F, G** | **10 x 2 either side of junction** |
| **18** | **38.64** | **Staggered X roads** | **L** | **A, F, G** | **10 x 2 either side of Junction**  **11x 1**  **Caution in riders briefing** |
| **19** | **40** | **Finish Area** | **L** | **A, B, F, G** | **10 x 2 either side of finish area**  **11x 1**  **Caution in riders briefing** |
| **20** | **0** | **Return to HQ** | **L** | **A, B** | **Nil** |
| **21** | **Note Signage for 25/50/100 remains same** |  |  |  |  |
| **22** | **Colour code** | **Sign** | **Number needed** | **Existing** | **Need to be ordered** |
| **23** |  | **Caution Cycle Race** | **16** | **20** |  |
| **24** |  | **Caution Cycle Race start Area** | **4** | **4** |  |
| **25** |  | **Keep Left** | **1** | **4** |  |
| **26** |  | **Caution cyclists turning** | **8** | **8** |  |
| **27** |  | **Caution cycle race finish area** | **4** | **4** |  |
| **28** | **Text** | **Marshal with Red Flag** | **7** |  |  |
| **29** | **Text** | **Keep Left Sign** | **1** |  |  |
| **30** | **Route Description**  **S12/R/100**  **Route Description**  **Start access to cottages approx. 1 km north along A377 from Lapsford Petrol station proceed in (generally) NW direction along A377, proceed straight on at Chenson Cross, pass through Eggsford, train station to the left, continue A377 continue past Kings Nympton train station on the Left, continue pass Portsmouth Arms train Station and PH on the right, continue to Deep Lane turning on Left (12.6 miles) Turn Left, proceed immediately around traffic island, turn R across the A377 and head in (generally) SE direction back along the same route, Pass Portsmouth Arms on the left, continue pass Kings Nympton train station on the Right, continue pass Eggsford train station to the Right, continue to lapford at 25M pass finishing point complete lap 1, Continue to turning on left after Petrol station Turn Left continue to follow road around to T junction with A377 CAUTION turn Right onto A377 head North on A377 and repeat first lap (lap 2), repeat second lap (lap 3), repeat third lap (lap 4), continue to finish opposite Rose removals entrance directly in front of BioDiesel sign on Industrial unit wall at 50M**  **Race HQ Ark Centre Lapsford** | | | | |
|  |

## SPECIFIC RISK ASSESSMENT

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Route 🞎 Circuit 🞎 Venue 🞎 :** | | |  | | |
| **Date of event:** | | |  | | |
| **NO.** | **Location** | **Detail of hazard** | | **Persons at risk** | **Risk rating** |
|  |  |  | |  |  |
|  |  |  | |  |  |
|  |  |  | |  |  |
| **New control measures to reduce the above risk to low:** | | | | | |
|  | | | | | |
|  | | | | | |