

## **ERECTION OF CYCLE EVENT SIGNAGE**

### **Introduction**

This note provides guidance to event organisers/those tasked with erecting and removing cycle event signage.

Its objectives are:

1. To ensure signage is placed appropriately and safely, with minimum risk to those erecting and removing signs, the general public, competitors, and other road users.
2. To provide a vehicle to inform the general public, competitors, and other road users that an event is taking place on the highway ahead.

### **The siting of cycle event signage**

In undertaking the initial course design and risk assessment, due diligence must be given to the safe placing and erection of signage. To be effective, signage must be visible and secure. The placement of signage should provide sufficient time for a driver of a motorised vehicle or a competitor to read, absorb and react to its message.

### **Warning and direction signage should:**

1. Be placed in accordance with the approved course risk assessment.
2. Be clearly visible to approaching vehicles, competitors, and other road users, from all appropriate directions.
3. Not be obscured by long grass, bushes, tree branches, etc,
4. Not obscure other highway signage.
5. At Start/Finish areas adopt the "Gateway" philosophy of erecting cycle event signage directly opposite each other on each side of the road.
6. Be placed well in advance of a junction or roundabout. (Appropriate distance for placement is 30 to 100 metres for a low-speed road (up to 40 mph), and 100 to 200 metres for a high-speed road (40 - 70 mph).
7. Not pose a danger to others. It is vital that signage is securely attached / placed so as not to be affected by turbulence from passing vehicles.

8. Not inconvenience the general public, for example by blocking driveways or the pavement with signage, or a vehicle. The safety of signage erectors The safety of personnel placing signage on a public highway is paramount. It is strongly recommended that signage erectors wear Hi-Viz upper garments that meet either the BS EN 1150, BS EN 471, or ISO EN 20471:2013 standard.

**Other factors to take into consideration are:**

1. Signage erectors must assess their own personal safety when placing signage and not take risks.
2. Wherever possible park the vehicle on the verge or footway but be aware that stopping on a road designated as a "Clearway", except in an emergency, is considered a traffic offence by the authorities.
3. Placing the vehicle between the erector and on-coming traffic in a safe manner. Vehicles should point in direction of travel of passing traffic. Use the vehicle's hazard warning lights when stationary.
4. Exit the vehicle safely by using the passenger side/nearside door.
5. When erecting signage, risks can be minimised by facing oncoming traffic.
6. Signage should be visible to all road users and should be securely fastened/anchored and not able to become detached in high winds/ turbulence from passing vehicles.

**Cycle event signage<sup>1</sup>**

Cycling Time Trials (CTT) sought advice on the type and size of warning signs and direction signs. The mandatory requirements are set out in the *Traffic Signs Regulations and General Directions 2016 (TSRGD)*. All signs placed on a highway or road to which the public has access must meet the requirements of the TSRGD. Failure to do so may leave CTT open to litigation.

Warning signs are used to alert motorised vehicle drivers to potential danger ahead. They also indicate a need for special caution by all road users and they greatly assist in road safety.

## Size of signs

The most common (approximate) size of cycle event signage is as follows (see image below), and is manufactured from Correx material:

- ✚ 750 mm triangle (Medium): suitable for roads with a posted speed limit up to and including 40 mph. (Size of sign: 1100mm high x 900 mm wide)
- ✚ 900 mm triangle (Large): suitable for roads with a posted speed limit greater than 40mph.(Size of sign: 1320 mm high x 1040 mm wide)
- ✚ Direction arrows (Size of sign: 420 mm x 300 mm)
- ✚ START / FINISH boards (Size of sign: 600 mm high x 450 mm wide)

*NB: All signage will be cropped along the upper sides of the triangle, with the rectangular lower box enclosing wording "**Cycle Event**". The signs are also able to be loaded into the rear of a small vehicle, with the rear seating folded down, and not obstructing the rear view of the driver.*



Signage can be ordered via: [signs@cyclingtimestrials.org.uk](mailto:signs@cyclingtimestrials.org.uk)

**Document history**

<b>Date of Issue</b>	<b>Reason of Revision</b>	<b>Author</b>
April 2008	New edition	David Barry (CTT Board Director)
July 2015	Revised format	Nick Sharpe (CTT National Secretary)
September 2022	Revised to reflect current CTT Articles, Rules and Regulations	David Barry (CTT Board Director)
November 2022	To meet <i>Traffic Signs Manual - Warning Sign 2018</i>	David Barry {CTT Board Director)