

# **EVENT NOTIFICATION & RISK ASSESSMENT – ROAD & CIRCUIT**

To:	Carl Robinson		
To:			
Type of event:	<input checked="" type="checkbox"/> X ROAD RACE		<input type="checkbox"/> ROAD RACE STAGE
<input type="checkbox"/> CYCLING FOR ALL/CYCLO/ RANDONEE /RELIABILITY RIDE			<input type="checkbox"/> CIRCUIT RACE MEETING
Name of event:	SSSCRRRL event 7		
Promoting Club:	South Staffordshire & Shropshire Cycling Clubs Road Race League		
Date of event:	13 June 2013	Sponsor(s)	
Local Authority(ies):	Shropshire		
Time of start:	1900 hrs	Estimated time of finish:	2100 hrs
Organiser/Promoter:	Forename: Stephen	Surname:	Allcott
Address:	3 Suckling Green Lane		
Address:	Codsall		
Address:	Wolverhampton		
Postcode:	WV8 2BL	E- mail:	stephenallcott@hotmail.co.uk
Telephone:	H	W 07801776278	M 07580739009
Safety Officer:	Forename: Mike	Surname:	Jackson
Address:			
Address:			
Address:			
Postcode:		E- mail:	
Telephone:	H	W	M 07504827956
Route <input type="checkbox"/> Circuit <input type="checkbox"/> Venue <input type="checkbox"/> Name:	Eaton Constantine circuit	Estimated number of participants:	80
Start Area location:	De neutralised at Eaton Constantine Village, Shropshire – in lay by.		
Finish Area location:	1 mile past the start area on unclassified road		
Senior Official(s) on the day:	Mike Jackson David Goring		
Person(s) conducting Risk Assessment:	Mike Jackson	Steve Allcott	
Date of original Risk Assessment:	Not known	Date of last review:	Not known
The First Aider/Paramedic will be trained to the required standard. All event marshals will be trained and briefed			
Signed – Event Organiser/Promoter	<i>Stephen Allcott</i>		Date: 10.06.2013

**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**














<b>Generic Risk Assessment Codes</b>	
<b>COLUMN A</b>	<b>COLUMN C</b>
Hazard Risk rating level H = HIGH  M = MEDIUM  L = LOW	Measures to reduce risk to low. Items 1-8 to be included in ALL events, and the whole course <b>1 Code of Practice advanced signing on approach to course</b> <b>2 Code of Practice safety signs every mile</b> <b>3 Safety briefing to all competitors</b> <b>4 Safety briefing to all marshals</b> <b>5 Compliance with traffic law by Competitors/Officials/Marshals</b> <b>6 All marshals to wear Hi-Vis clothing</b> <b>7 Advanced liaison with interested parties</b> <b>8 Event vehicles to be identifiable</b>
<b>COLUMN B</b> PERSONS AT RISK  A. COMPETITORS  B. SPECTATORS  C. ORGANISERS/ MARSHALS  D. ON COMING TRAFFIC  E. PASSING TRAFFIC  F. CROSSING FROM RIGHT  G. CROSSING FROM LEFT  H. OTHERS – SPECIFY	9 Road closure 10 Additional approach signs 11 Junctions marshalled by at least: <input style="width: 50px; text-align: center;" type="text" value="11"/> Number of marshals 12 Traffic signals to be manually controlled 13 Traffic signals to be marshalled 14 Motorcycle Police escort 15 Motorcycle safety marshal 16 Pedestrian crossings to be marshalled 17 Marshals to have method of communication 18 Officials to be identifiable 19 Not open during event 20 Establish time of other events and review 21 Protective barriers in front of spectators 22 Physical protection (e.g. straw bales) 23 Signposted for competitors 24 Protected by traffic coning 25 Protect access/egress for emergency vehicles 26 Uniformed Police/ Traffic Warden 27 Marshal with authority to stop traffic (when legislation allows) 28 Specify: <input style="width: 100px;" type="text" value="N/A"/> 29 Specify: <input style="width: 100px;" type="text"/> 30 Specify: <input style="width: 100px;" type="text"/>















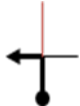
**EXAMPLE**

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	↑	<b>Cross roads</b>	<b>M</b>	<b>A</b>	<b>11,23</b>

## 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:		LEIGHTON		A	B	C	D
Whole event codes (1-8):				H/M/L	A to H	9 to 30 (only)	Additional measures to reduce risk to LOW, with name of person or official function who will reduce the risk to low (if applic.)
ID NO	Miles/kms from start and/or location	Symbol	Desc.	Risk rating level H/M/L	Persons at risk from hazard		
1	HQ		NEUTRAL	L			
2	0.1		NEUTRAL	L			
3	0.3		NEUTRAL	L			
4	0.9		R – NEUTRAL UNTIL JNCT CLEARED	M	A,D	11	MARSHALL
5	1.2		BWL NARROWS IN VILLAGE	L			
6	1.5		BWL	L			
7	1.6		BWL NARROWS TO CREST	M			BRIEFING
8	1.65		BWL	L			
9	1.9		BWL	L			
10	2.0		BWL	L			
11	2.9		NWL	L			
12	3.0		NWL	L			
13	3.5 – Wood Green		L - NWL	M	A,D	11	MARSHALL

14	4.1		NWL	L			
15	4.2		NWL NARROWS TO CREST	M			BRIEFING
16	4.3		NWL NARROWS TO CREST	M			BRIEFING
17	4.7 B5061		L – CAUTION GIVE WAY TO MAIN ROAD	M	A,E		MARSHALL
18	5.2		BWL	L			
19	5.9		BWL	L			
20	6.1		BWL PUB + CARAVAN SALES ON L	L			
21	6.7		BWL – DWL CENTRE FILTER L/R	M			BRIEFING
22	7.4 B4380		L – BWL CAUTION BLIND TURN	M	A,D	11	MARSHALL
23	7.6		BWL	L			
24	8.1		BWL	L			
25	8.5		BWL	L			
26	9.3		BWL	L			
27	10.2		BWL CAUTION JNCT IN BLIND DIP	M			BRIEFING
28	10.9 onto unclassified road		L – BWL TO COMPLETE 1 LAP	M	A,D	11	MARSHALL
29							
30							

**SPECIFIC RISK ASSESSMENT**

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

<b>Route</b> <input type="checkbox"/> <b>Circuit</b> <input type="checkbox"/> <b>Venue</b> <input type="checkbox"/>				
<b>Date of event:</b>				
No.	Location	Detail of hazard	Persons at risk	Risk rating
<b>New control measures to reduce the above risk to low:</b>				

No.	Location	Detail of hazard	Persons at risk	Risk rating
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<b>New control measures to reduce the above risk to low:</b>				