

UK CYCLING EVENTS

Event Plan – Forest Conqueror

Introduction

UK Cycling Events organise amateur **non competitive** cycling events in the UK. These events support amateur cyclists by selecting low traffic, interesting and scenic routes which can be cycled at various lengths to suit all abilities.

UK Cycling Events provides a support infrastructure for these events including:

- Organisation
- Food and Water stations
- Breakdown assistance
- Route marking and monitoring
- General First Aid at food and drink stations as well as support vehicles

The aim of the event is to provide an environment for cyclists of all ages to have a safe and enjoyable cycle.

Event Details

Date: Sunday 3rd July 2016

Name: Forest Conqueror

Start / Finish Venue: Gang Warily Recreation Centre

Routes: 3 routes 102 miles / 72 miles / 46 miles

Estimated Riding Numbers

- Epic Route: 500
- Standard: 300
- Short: 200

Event Management

Contact: 01425 653372

Richard and Ben will be responsible on behalf of UK Cycling Events for all aspects of the organisation and smooth running of the event, including the administration of the Health & Safety policy and Emergency procedure.

One event co-ordinator will be positioned at all times at the event base and will have adequate means of bespoke communication with all of the event staff, food and water stations as well as the mobile support vehicles.

Event Health & Safety Policy

To provide a safe environment for amateur cyclists to enjoy the cycling event:

- The participants will all be required to sign and agree with the UK Cycling Events terms and conditions. These are provided on the day and on the website, <http://www.ukcyclingevents.co.uk/terms/> (see appendix 4).
- Pre-event information packs will be sent to all riders to include the following safety videos on considerate cycling, course signage and essential items: <http://www.ukcyclingevents.co.uk/videos/considerate-cycling/>
- The cyclists should be reminded of their personal responsibility to ensure their own Health & Safety on registration.
- The cyclists must be reminded that the event is a sportive and not a race and anybody deemed racing will be banned from the event.
- Cyclists should be reminded to take enough food and water for the duration of the event.
- Cyclists will be advised of the route and the event emergency contact numbers which are printed on course maps and located on all front bike numbers.
- The event organisers will provide support vehicles to aid breakdown, retirements, medical assistance and to provide up to date event information to the event co-ordinator to ensure monitoring of the event routes, cyclists progress and route conditions.
- The event organisation will provide food and water stations at appropriate distances to supplement cyclists' provisions, ensure on route support and guidance, as well as monitoring progress of the event.
- The food and water stations, at village halls or equivalent, will have available general First Aid support as well as communication to the event co-ordination and support vehicles.
- All core members of staff are first aid trained and first aid kits will be located at the event centre, at each feedstation, and in every support vehicle.
- Moto medics will be based at the event centre in the morning and then roam the course. They will stay onsite until the last rider returns. We normally have two medics per event but this increases with number of riders and remote courses. They carry all their own equipment.
- Emergency contact numbers go through to the event manager at the event centre who will co-ordinate the medical or mechanical teams' movements.
- A mix of static, roaming and moto marshals will be used (see marshal section for more information).
- An emergency plan document has been circulated to all staff and will be located at the event centre.

Event Risk Assessment

2 Risk assessments will be conducted prior to the event. The first 3 months at least prior to the event and the 2nd in the week prior to the event to capture any recent changes to the venue/ route (Risk Assessment Appendix 5).

Venue Details

Venue: Gang Warily Recreation Centre, Newlands Road, Fawley, Southampton, SO45 1GA

Toilets: Male and Female Toilets will be available at the Event Centre

Administration: Event registration will be conducted at the venue

Start procedure: Riders will be started from 7.45 am to 9.30 am in small groups. These small groups will be spread out to avoid large bunches of riders on the roads. Due to the varying ability of riders, this will ensure the field of riders will be spread out so bunches and large groups will not occur.

Contact Details

- General UK Cycling Event contact: 01425 653372
- Emergency contact: 07961 063 100

Weather conditions

- Pre event checks: weather checks including extreme weather checks will be conducted using the Met office in the week lead up the event. The Event will be cancelled if the predicted weather conditions are too severe to conduct the event i.e. flooding.
- Monitoring of event day: The weather will be monitored on the event day and we have the option to cancel the event on the day and have 3 feed stations/ check points at which we can advise riders and arrange for safe transportation back to the Event Centre.

All cyclists are to report to event administration prior and post event. Each cyclist will be given a unique number so their progress may be checked and the cyclist identified.

Cyclists will be released on to the route in a maximum group size of 20 with a gap of 1-2 minutes between groups. The start and road entry will be marshalled to ensure full safety on entering the route. (Any cyclist not complying with the event start procedure will be asked to leave the event).

Marshals

Parking marshals in high visibility vests will be used at the Event Centre. Marshals will also man the three feed stations on the route to offer assistance to riders. Feed Stations will provide food and drink, emergency spares and first aid. Route marshals, including roaming and moto marshals, will also be placed at specific points to warn riders of a potential hazard on the course such as a steep descent, busy junction and uneven surfaces. All marshals are provided with high visibility clothing and asked to fill in an incident log book while on duty as a marshal (see below).

Marshals are informed that they are not there to direct or stop traffic.

Risk Assessments

- See Appendix 5
 - Route risk assessment
 - Course lay risk assessment
 - Course collect risk assessment

Traffic Management Plan

- See Appendix 6

COURSE MAP

THE FOREST CONQUEROR

SUNDAY 3RD JULY 2016



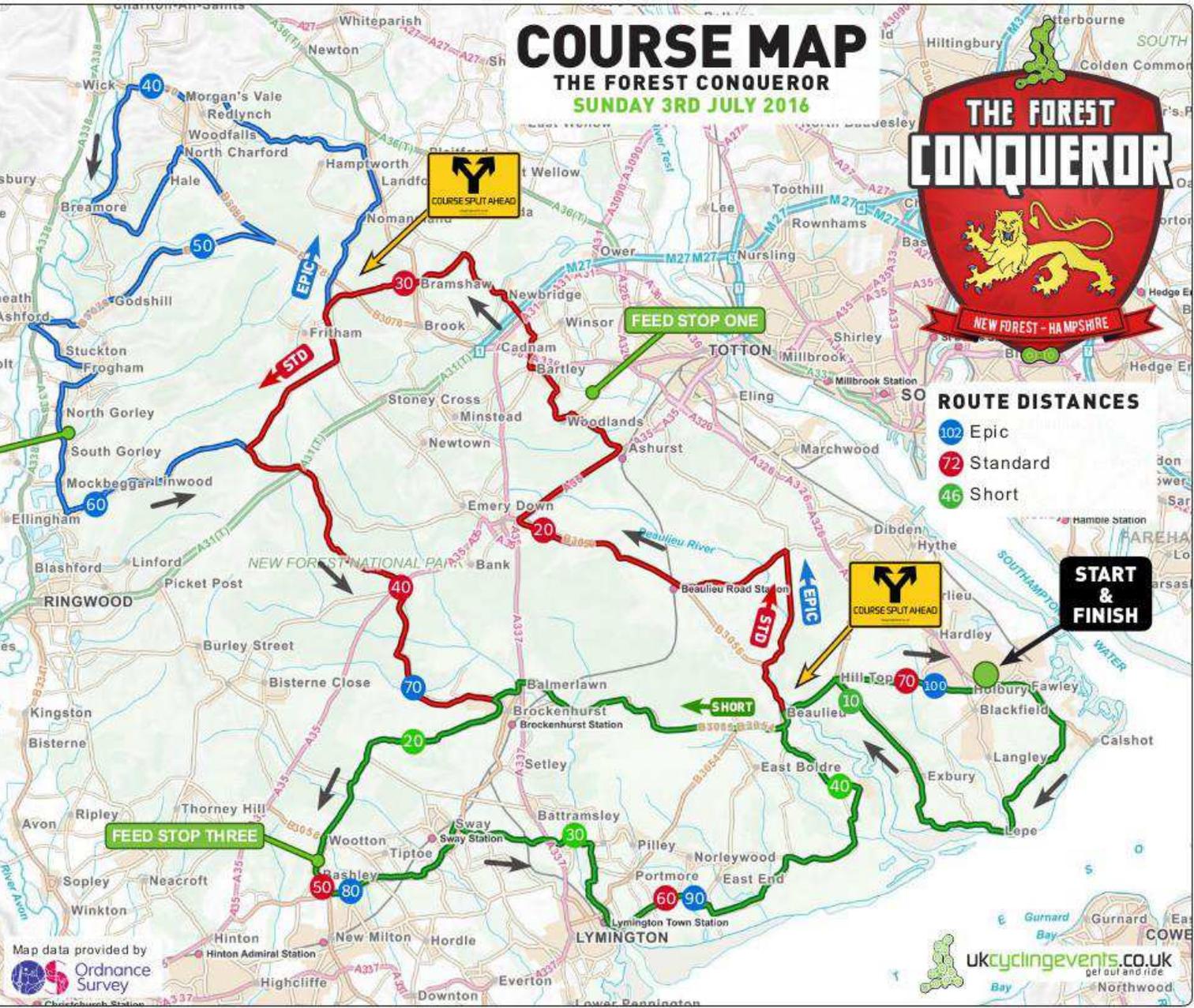
MEDICAL EMERGENCIES: 07961 063 100
MECHANICAL ASSISTANCE: 07854 081 972
 Note: All Riders must return or call the event centre before 5.00pm and report to a member of the UK Cycling Events Team.

ROUTE DISTANCES

- 102 Epic
- 72 Standard
- 46 Short

EVENT VENUE
 Gang Warily Leisure Centre
 Newlands Road
 Fawley, Southampton
 SO45 1GA

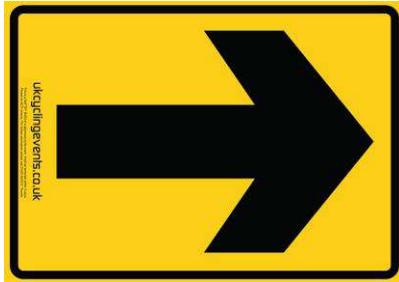
COURSE SIGNAGE



Appendix 2

Road Course Signage

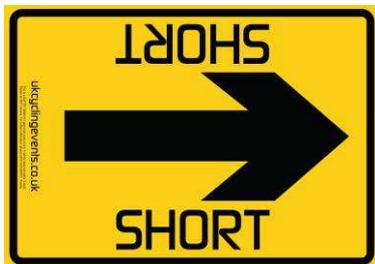
Signs are placed no more than two days before an event and will be removed on the day of the event after the last rider.



Directional Sign



Course Split Sign



Course Route Signs



Safety Signs



Appendix 3



David M Smith
Client Advisor

Marsh Ltd
Tower Place
London
EC3R 5BU
+44 (0) 20 7178 4378
Fax +44 (0) 20 7929 2705
david.m.smith@marsh.com
www.marsh.com

To Whom It May Concern

13 January 2016

Dear Sirs

CONFIRMATION OF INSURANCE

Time Inc (UK) Ltd and all subsidiary companies

As requested by the above client, we are writing to confirm that we act as Insurance Brokers to the client and that we have arranged insurance(s) on its behalf as detailed below:

PUBLIC LIABILITY INSURANCE – PRIMARY LAYER

INSURER: ACE European Group Limited
POLICY NUMBER: UKCANC64608
PERIOD OF INSURANCE: 1st October 2015 to 30th September 2016
LIMIT OF INDEMNITY: USD 5,000,000 any one occurrence

PUBLIC LIABILITY INSURANCE – EXCESS LAYER

INSURER: XL Insurance America, Inc.
POLICY NUMBER: US00071444L115B
PERIOD OF INSURANCE: 1st October 2015 to 30th September 2016
LIMIT OF INDEMNITY: In addition to the primary layer USD 5,000,000 any one occurrence

We have placed the insurance which is the subject of this letter after consultation with the client and based upon the client's instructions only. Terms of coverage, including limits and deductibles, are based upon information furnished to us by the client, which information we have not independently verified.

This letter is issued as a matter of information only and confers no right upon you other than those provided by the policy. This letter does not amend, extend or alter the coverage afforded by the policies described herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this letter may be issued or pertain, the insurance afforded by the policy (policies) described herein is subject to all terms, conditions, limitations, exclusions and cancellation provisions and may also be subject to warranties. Limits shown may have been reduced by paid claims.

We express no view and assume no liability with respect to the solvency or future ability to pay of any of the insurance companies which have issued the insurance(s).



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1 Tower Place West, Tower Place, London EC3R 5BU. Marsh Ltd is
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13 January 2016

We assume no obligation to advise yourselves of any developments regarding the insurance(s) subsequent to the date hereof. This letter is given on the condition that you forever waive any liability against us based upon the placement of the insurance(s) and/or the statements made herein with the exception only of wilful default, recklessness or fraud.

This letter may not be reproduced by you or used for any other purpose without our prior written consent.

This letter shall be governed by and shall be construed in accordance with English law.

Yours faithfully,

Marsh Ltd

Appendix 4

UK Cycling Events Terms and Conditions

The Terms and Conditions detailed below apply to all entrants participating in the UK Cycling Events event series organised and operated by UK Cycling Events. Completion of an entry form or purchase of an entry by every participant acknowledges acceptance of these Terms and Conditions by the participant.

1. The participant accepts that the event they are entering is not a race in any format. Results will be published in alphabetical order only and anyone considered to be competing against others, will be stopped from riding and banned from entering future events.
2. The participant is fully responsible for their actions whilst attending the event. This includes the event centre and during the ride itself. UK Cycling Events does not accept responsibility for the actions of the participant nor the consequences of such actions.
3. Each participant, upon signing the registration form, agrees that they are physically and mentally capable of riding the distance they have chosen. If, during the event, they decide to change their route and distance, then all consequences of this action are theirs.
4. The Event Registration Form must be completed by a person aged 18 years or over. Evidence of age may be requested. Participants under the age of 18 years will be allowed to participate in the event with the consent of their parent or legal guardian who must sign the Event Registration Form on behalf of the underage rider. Signing is also an acceptance for the actions and consequences of the underage rider. Under 16's need to be accompanied at all times by an adult who is responsible for them.
5. Each participant accepts full responsibility for any fees or costs incurred or arising from the need for repatriation.
6. It is mandatory that all riders wear a safety approved cycling helmet complying with latest ANSI Z90/4 or SNELL standards. Any rider not wearing a helmet will not be covered by the event insurance and will be disqualified from the event and could be liable for damages if involved in an accident on that basis. The rider must accept this as a condition of entry. UK Cycling Events reserve the right to refuse entry to the event to anyone with inappropriate equipment or clothing. The participant confirms that the cycle/bike they are riding for the event and all of their equipment is of a suitable standard and state of trail/road worthiness. In particular, the ability to complete longest distance, and over rough terrain dependant on the event.
7. The participant confirms that the cycle/bike they are riding for the event and all of their equipment is of a suitable standard and state of trail/road worthiness. In particular, the ability to complete longest distance, and over rough terrain dependant on the event.
8. During the event there will be warning signs at appropriate points on the trails or roads. Absence of these signs does not signal there are no dangers approaching and it is the individual rider's responsibility to make a decision regarding whether to ride a section or not. The marking of the route does not necessarily indicate that the trail or road is rideable and the participant is deemed to make their own decision about whether to proceed on bike, foot or not at all.
9. The Participant agrees to receive Pre Event and promotional communications from UK Cycling Events and Wiggle via email. Promotional Emails can be unsubscribed with ease.

10. Any marked route is shown for guidance only and UK Cycling Events do not insist that you use the route shown. Therefore, if the rider chooses to ride a section, it is entirely their own choice. If they choose a different route to avoid obstacles or sections they decide are beyond their capabilities, they do so entirely at their own risk.
11. You must obey all Highway Code rules. You are requested to ride in single file where appropriate and no more than 2 abreast at any time. Please be aware of your fellow cyclists and any other traffic. Please always indicate your intention to stop or change direction. All cyclists must adhere to and obey the Highway Code, local Bylaws and laws of England, Scotland, Wales and N. Ireland where applicable and extend all reasonable courtesy to other road and off road users.
12. UK Cycling Events reserves the right to shorten or alter the published route at any time. Participants do not have the right to claim a refund if the route is shortened.
13. Riders must be considerate to other uses of bridleways, tracks and byways when riding off road. Upon seeing other users, such as horse riders and walkers, riders are required to slow down and pass with care. Where appropriate, riders should stop and wait at the side of the route for other uses such as horse riders to pass safely.
14. Each participant will be fully responsible for any fees or costs incurred or arising from an accident either involving or caused by the rider. This includes, but is not exclusive to, fees from Police, Air Ambulance, Fire and Rescue and the Ambulance service in and outside the UK. If the situation arises that you are not capable of making the decision to call the emergency services, the rider agrees that a member of UK Cycling Events or a member of the public may call for them. In this situation, the rider still accepts the costs and consequences of such actions.
15. Each participant agrees to assign and grant the right and permission for UK Cycling Events to use and publish any photographs/film/video/electronic representations and/or sound recordings of the participant on any UK Cycling Events activity. The participant hereby releases UK Cycling Events from any and all liability from such use and promotion. The participant hereby authorises the reproduction, sale, copyright, exhibit, broadcast, electronic storage and/or distribution of said photographs/film/video tapes/electronic representations and/or sound recordings without limitation at the discretion of UK Cycling Events. The participant specifically waives any right to any compensation they may have for appearing in any of the photographs/film/video/electronic representations and/or sound recordings of the participant at a UK Cycling Events event.
16. The participants agree to return or call the event centre before the close of the event and report to a member of staff. Not doing so will mean that a search may be organised and the subsequent cost will be billed to the rider.
17. Event entry fees cannot be refunded or transferred under any circumstances.
18. UK Cycling Events reserves the right to cancel any event, due to extreme weather conditions. In such an event, each participants entry will be automatically moved to the rescheduled event. If a Participant cannot make this event, they can carry their entry to another event of an equal or lower ticket value within the following 6 month period. No refunds will be issued.
19. It is a condition of entry for Events outside of the UK, that riders are covered by a suitable level of travel insurance to cover the potential activity and liability involved.

New forest conqueror			At risk		Measure to be taken											
Map ID number	Photo number	Risk Level (H/M/L)	Details of hazard	Cyclist	Motorist	Slow Down	Junction Ahead	Uneven Surface		Extreme Caution	Slow Down (bends)	Cycle Event	Marshal	Rider Briefing	Single File	Other Action
22		M	Descent with cattle grid	X	X	X				2						
23	5	H	Crossing the A337 (busy)	X	X		X	X	X			2	1			
24		M	Steep descent bendy	X	X	X			X		X					
25		H	Steep descent with bends	X	X	X			X	X	X	X				
26		L	road bend blind turning off of it	X	X	x			x							
27		M	joining b road	X	X	X	X			X		2				
28		L	turnning off of road	X	X				X							
29		L	cattle grid crossing	X	X				X							
30		L	right at junction	X	X				X							
31		L	Narrow rd high hedges	X	X				X						X	
32		M	Descent junction at bottom joining B3056	X	X		X			X		2				
33	6	M	turning into beaulieu crossing traffic	X	X				X					1		
34	7	H	turnning off of B3054	X	X				X					1		
35		L	Crossing cattle grid	X	X				X							
36		M	Traffic lights straight across	X	X				X	X						
37	8	H	Leave event centre lots of riders	X	X				X			1	1			
38		M	junction left turn	X	X		X		X							
39	9	H	junction right turn joining B3053	X	X					2	X	2	1			
40		M	narrow descent with bends	X	X				X		X				X	
41		M	road goes really narrow	X	X										X	
42		M	Crossing cattle grid	X	X				X							

			New forest conqueror		At risk		Measure to be taken										
Map ID number	Photo number	Risk Level (H/M/L)	Details of hazard				Slow Down	Junction Ahead	Uneven Surface	Caution	Extreme Caution	Slow Down (bends)	Cycle Event	Marshal	Rider Briefing	Single File	Other Action
43	10	H	Junction joining the B3054 left turn		X	X				X	X		2	1			
44		M	descent		X	X	X			X		X					
45		H	Busy junction coming out of beaulieu (split)		X	X		X		X	X		2	1			
46		L	going under railway bridge narrow		X	X				X						X	
47	11	H	joining the A337 (busy)		X	X		X		X	2		2	1			
48	12	H	Leaving the A337 crossing traffic		X	X				X			1	1			
49		L	Crossing cattle grid		X	X				X							
50		L	turning off of B3056 (blind for cars)		X	X				X			1				
51		L	Junction right turn onto B3056		X	X				X							
52	13	H	T junction right joining the A35		X	X		X		X	X		2	1			
53		L	Left at junction		X	X				X							
54		L	Left at junction		X	X		X		X							
55	14	H	Straight crossing the A336		X	X		X		X	X		2	1			
56		M	Crossing A337		X	X		X		X	X		2				
57		L	Cattle grid		X	X				X							
58		L	Left at junction		X	X				X							
59		M	Straight crossing B3079		X	X		X		X	X		2				
60	15	H	Crossing the B3078		X	X		X		X	X		2	1			
61	16	H	Crossing the B3078		X	X		X		X	X		2	1			
62		M	Descent with bends		X	X				X		X					
63		L	Cattle grid		X	X				X							

Course Laying Risk Assessment

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary to control the risk	Risk (H,M,L)	Action by who?	Action by when?	Done
Vehicle Suitability	Course layer /other road users may suffer serious injury in road accident results from non-functioning vehicle.	Weekly oil and water checks Monthly Garage checks When purchasing new vehicle, assessed for suitability including speed, overall size and load capacity Clean reflective panels and frequently stopping sign Clean and fully working lights and flashing warning beacons Road side assistance cover	No action required at this time	LOW		Ongoing	
Driver Suitability	Course layer /other road users may suffer serious injury in road accident results from an unsuitable driver	Check driving licence on recruitment to ensure they meet the required standard Must be over 21 to drive company fleet All drivers must report any medical conditions which may affect driving ability (e.g. eye sight 6/12 vision with glasses) Not under the influence of drugs or alcohol	Ensure all staff have a current licence	LOW	Office Staff	On Going	

Vehicle Stopping	Course Layers may suffer serious, potential fatal, injury if struck by a vehicle	<p>Vehicles fitted with flashing amber beacons both front and rear providing all round vehicle visibility</p> <p>All UK Cycling Events Vehicle display frequent stopping signs on rear of vehicle</p> <p>Green Reflective vinyl strip on vans</p>	No action required at this time	MED			
Course layer being seen by other motorists	Course Layers may suffer serious, potential fatal, injury if struck by a vehicle	<p>Clean and non-obscured Hi Visibility vest worn (BS EN 471)</p> <p>Stay as far away from the carriageway where possible to reduce the chances of being struck</p> <p>Use the vehicle as a barrier to oncoming traffic and to provide more visibility</p> <p>Not to park on blind bends allowing space for vehicles to pass</p>	Ensure training of staff is kept up to date	MED	HSO	Ongoing	
Slips and trips	Course Layers may suffer injuries such as fractures or bruising if they slip on spillages, ice or trip over objects on the ground.	<p>Course layers wear strong, comfortable anti-slip footwear with a good grip</p> <p>Advised to walk not run when crossing roads.</p> <p>Keep signs on the left to reduce the amount of road crossing</p> <p>Extreme weather taken into account (Snow/Ice)</p>	Ensure training of staff is kept up to date	MED	HSO	Ongoing	

Lifting and moving heavy sign boxes	Course Layers risk injuries or back pain from handling heavy or awkward boxes.	Sign vans are loaded in such a way that all signs are easily accessible. With exception of the second special box if laying bigger courses	No action required at this time	LOW			
Load Securing and Weight	Course layer may suffer serious injury if a load moves unexpectedly whilst in transit or during unloading.	Stakes are to be kept led down in the rear of the van. Signage boxes within the front of the vehicle is strapped in to ensure it does not become dislodged Vans packed by those using equipment to keep weight at appropriate levels	No action required at this time	LOW			
Driver fatigue	Course layer /other road users may suffer serious injury if road accident results from fatigue.	The amount of hours worked and number of miles required to lay is considered to minimise the risk of driver fatigue in the planning stage Hotel accommodation provided if event is more than two hours away Two course layers in the same vehicle swap half way through the day to ensure an equal amount of driving is conducted Course layers instructed to take breaks if they become tired whilst driving and must take a non duty break of half an hour after 5 1/2 hours work	Regularly review shift schedules with course layers to ensure the risk of fatigue is minimised and amount of miles is feasible and achievable including travel time	MED	Ops Manager	Ongoing	

Use of mobile technology	Course layer / other road users may suffer serious injury if road accident results from fatigue.	Course layers are reminded that they are required to follow the highway code All vehicles are fitted with hands free technology to eliminate the use of hand held devices	Ensure training of staff is kept up to date	LOW	HSO	Ongoing	
Lone Working	Course Layers who are lone working maybe become endangered through the nature of the course laying process	Course layers are required to report back to the event manager ensuring their safe return and when they commence work. Set up in day light only Wet weather gear provided	Reinforce the importance of reporting back after lone working regually	MED	EM	Monthly / After a miss communication	
Physical Activity	Course layers becoming dehydrated from physical activity	Course Layers are provided with water bottles located in each vehicle and advised to keep hydrated	No further action required at this time	LOW			

Course Collect Risk Assessment

What are the hazards?	Who might be harmed and how?	What are you already doing?	What further action is necessary?	Risk (L, M, H)	Action by who?	Action by when?	Done
Vehicle Suitability	Course collector /other road users may suffer serious injury in road accident results from non-functioning vehicle.	Weekly oil and water checks Monthly Garage checks When purchasing new vehicle, assessed for suitability including speed, overall size and load capacity Clean reflective panels and frequently stopping sign Clean and fully working lights and flashing warning beacons Road side assistance cover	No action required at this time	LOW		Ongoing	
Driver Suitability	Course collector /other road users may suffer serious injury in road accident results from an	Check driving licence on recruitment to ensure they meet the required standard					

	unsuitable driver	<p>Must be over 21 to drive company fleet</p> <p>All drivers must report any medical conditions which may affect driving ability (e.g. eye sight 6/12 vision with glasses)</p> <p>Not under the influence of drugs or alcohol</p>	Ensure all staff have a current licence	LOW	Office Staff	On Going	
Vehicle Stopping	Course collector may suffer serious, potential fatal, injury if struck by a vehicle	<p>Vehicles fitted with flashing amber beacons both front and rear providing all round vehicle visibility</p> <p>All UK Cycling Events Vehicle display frequent stopping signs on rear of vehicle</p> <p>Green Reflective vinyl strip on vans</p>	No action required at this time	MED			
Course collector being seen by other motorists	Course collector may suffer serious, potential fatal, injury if struck by a vehicle	<p>Clean and non obscured Hi Visibility vest worn (BS EN 471)</p> <p>Stay as far away from the carriageway where possible to reduce the</p>					

		<p>chances of being struck</p> <p>Use the vehicle as a barrier to oncoming traffic and to provide more visibility</p> <p>Not to park on blind bends allowing space for vehicles to pass</p>	<p>Ensure training of staff is kept up to date</p>	MED	HSO	Ongoing	
Slips and trips	<p>Course collector may suffer injuries such as fractures or bruising if they slip on spillages, ice or trip over objects on the ground.</p>	<p>Course collectors wear strong, comfortable anti-slip footwear with a good grip</p> <p>Advised to walk not run when crossing roads</p> <p>Signs kept mainly on the left to reduce the amount of road crossing</p> <p>Extreme weather taken into account (Snow/Ice)</p>	<p>Ensure training of staff is kept up to date</p>	MED	HSO	Ongoing	
Lifting and moving heavy sign boxes	<p>Course collector risk injuries or back pain from handling heavy or awkward boxes.</p>	<p>Arrows are to be placed within one secured box within the front and other large arrows to be placed in the rear of the vehicle reducing lifting and moving around within the</p>	<p>No action required at this time</p>	LOW			

		vehicle					
Load Securing and Weight	Course collector may suffer serious injury if a load moves unexpectedly whilst in transit or during unloading.	<p>Stakes are to be kept led down in the rear of the van.</p> <p>Signage boxes within the front of the vehicle is strapped in to ensure they do not become dislodged</p> <p>Vans packed by those using equipment to keep weight at appropriate levels</p>	No action required at this time	LOW			
Driver fatigue	Course collector /other road users may suffer serious injury if road accident results from fatigue.	<p>The amount of hours worked and number of miles required to collect is considered to minimize the risk of driver fatigue in the planning stage</p> <p>Hotel accommodation provided if event is more than two hors away</p> <p>Two course collectors hop each other to reduce the number of stops undertaken</p>	Regularly review shift schedules with course layers to ensure the risk of fatigue is minimised and amount of miles is feasible and achievable including travel time	MED	Ops Manager	Ongoing	

		Course collectors instructed to take breaks if they become tired whilst driving and must take a non duty break of half an hour after 5 1/2 hours work					
Use of mobile technology	Course collectors / other road users may suffer serious injury if road accident results from fatigue.	Course collectors are reminded that they are required to follow the highway code All vehicles are fitted with hands free technology to eliminate the use of hand held devices	Ensure training of staff is kept up to date	LOW	HSO	Ongoing	
Lone Working	Course collectors who are lone working maybe become endangered through the nature of the course collecting process	Course collectors are required to report back to the event manager ensuring their safe return after course collecting	Reinforce the importance of reporting back after lone working regually	MED	EM	Monthly / After a mis-communication	
Physical Activity	Course collectors becoming dehydrated from physical activity	Course collectors are provided with water bottles located in each vehicle and advised to keep hydrated	No further action required at this time	LOW			

Appendix 6

Rider and Motorist Signage

	Place either side of major road crossings or crossings with a poor line of sight, to warn motorists of the potential of cyclists crossing.
	Placed to warn cyclists that they should proceed with caution over the next section of the course. E.g. a busy road/cattle grid etc coming up.
	To warn cyclists of an upcoming danger e.g. a ford.
	Used to advise cyclists to reduce their speed e.g. for a fast descent.
	Used to warn cyclists of a poor road surface e.g. potholes and cattle grids.
	Used to warn cyclists that there is a major junction ahead. This will normally be displayed with a caution sign.
	Used as a reminder to cyclists to ride considerably. Up to 20 used at key junctions.

Rider Briefing and Education

- Start Line Briefing to include:
 - Signage
 - Riding single file / courtesy
 - Weather related issues if applicable
 - Course information if applicable
 - Highway code



- Pop up banners to be displayed in registration area. With messages reminding riders of the Highway Code.
- Ride Single file signs – to be displayed at regular intervals around the course (see earlier notes regarding placements)
- Static Marshals on course at relevant points.
- Terms and conditions of entry signed on 2 separate occasions by riders: <http://www.ukcyclingevents.co.uk/terms/>
 - Once upon online entry
 - Again on the day of the event
- Riding Conditions email sent to all riders with advice on how to cycle safely in the expected weather conditions e.g.. raining = lights




NO EXCUSES SPORTIVE

BAD WEATHER ADVICE

Wet weather is forecast for the Wiggle No Excuses Sportive on Saturday 26th March.

Please remember to bring with you the following items:

- 3 x Inner Tubes
- Bike Lights
- Hi Viz / Wet Weather Clothing
- Tyres with some tread

