



### ERECTION OF CYCLE EVENT SIGNAGE

#### Introduction

The 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 effected 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 strong winds/ turbulence from passing vehicles.