

# **LEICESTERSHIRE ROAD RUNNING LEAGUE**

## **Chairman**

Dave Lodwick

## **Secretary**

Peter Osborne  
114a Main Street  
Swithland,  
Leicester LE12 8TH

## **MINUTES**

**Extraordinary General Meeting  
Monday, 14<sup>th</sup>.April 2014  
The Field Head Hotel.**

### **Welcome**

### **LRRL Race Procedures**

The Chair (DL) and Development Officer (JS) gave a brief introduction to the problems that had led to two races being cancelled and the changed climate in which we now operate. They also provided feedback from the meeting they, in conjunction with LRS, had held with LCC officers on 11<sup>th</sup> February. The newly drafted LRRL procedures were circulated to those present. After delegates had had the opportunity to seek clarification on issues of concern, the meeting agreed to adopt the new procedures (attached to this minute).

### **League Sponsor**

JS briefed delegates on the outcome of his negotiations with a prospective new sponsor. The League will now be known as 'The Leicester Mercury Leicestershire Road Running League'. The LM will provide free advertising of legal notices pertaining to League TTROs (up to a specified amount) in exchange for certain branding rights (details attached). The deal runs until the end of 2014 but if successful, may be extended.

### **Application for Temporary Traffic Restriction Orders (TTRO)**

Promoting clubs were reminded that risk assessments and TTRO application forms should be submitted by the end of April.

### **Winter League 2015**

In light of the need for Winter League races to be included in the upcoming TTRO application, delegates agreed to continue the principle of accepting all race proposals (as long as there was space in the calendar). Barrow, SDRR (subsequently withdrawn), Beaumont, Desford and Roadhogs indicated that they intended to make proposals.

### **Changes to Race Fees**

The proposed changes to race fees (Winter League race fees rising by 50p to £4 (£1.50 to the organising club, £1.50 to the LRRL and £1 for chip timing) and a £1 per runner charge (covering paramedic, Red Cross and TTRO)(in addition to the existing £1 charge for chip timing) for Summer League races) were discussed and adopted. Although the proposals had been circulated to clubs in mid-March (through both the LRRL and Network mailing lists) the meeting was informed that Barrow's Race Committee had been unaware of them when setting the entry fees for the Prestwold 10K. Delegates therefore agreed to delay the implementation of the new fee structure until the

Hungarton Race. It was also agreed that Birstall would be exempt until their current independent TTRO expired.

### **Communication**

We are taking steps to improve communication; Bob Budge has set up a Facebook page for the discussion of LRRL matters (search for LRRL) and DL has added a LRRL page to the Network website (<http://www.leics-vision2020.co.uk/LRRL.html>).

### **Post-season Social (with presentations)**

We will be gathering to celebrate the end of the 2014 season on Friday 19<sup>th</sup> September at Leicestershire County Cricket Club in Aylestone. There will be bars, music, trophies, awards and LCCC will be laying on a buffet. Tickets, priced at £6, will go on sale soon.

### **Date of the next meeting**

Monday June 9<sup>th</sup>.

## LRRL Race Organiser Procedures

- Locate course with adequate parking and start finish facilities or use existing course.
- Draw up initial risk assessment (RA), including any road closures or restrictions (TTRO) that will be required \*along with course maps and send these to the Safety Advisory Group (SAG) at Leicestershire County Council. You may copy in your local council and parish council however the SAG must be informed and this must be at least 8 weeks before the race is due to take place. \*This should include any roads where runners enter from a side road or cross roads, especially at the start, any blind bends or where runners may impact upon or be impacted upon by the flow of traffic.
- Send a copy of the RA to John Skevington to add to the LRRL blanket TTRO with the council, by the specified deadline. Any races that require their own TTRO may be liable to a charge of £600.
- Have course measured if not already done.
- Apply for race licence/permit with Run Britain or ARC.
- ARC licences must follow the same procedures and systems used with a Run Britain licence, see Run Britain website/portal for information.
  - Provide RA to SAG group and receive their approval
  - Advise Police Traffic management at Police HQ
  - Advise Local Authority with copy of RA and route maps indicating any road closures required
  - Appoint event adjudicator/referee who will report back to either licence/permit issuer following Run Britain standard report questions.
- Check that medical cover that is being provided is adequate for the size of your race, see Run Britain race matrix. Send copy of RA / medical RA to Red Cross or other first aid provider.
- Check that facilities are adequate for your size or race and if water is required. (Run Britain handbook/ UKA rulebook)
- Respond to any feedback from SAG/local authority.
- Ensure that adequate compliant signage is available (a stock of common items will be available from LRRL).
- If there are road closures or traffic management ensure that an adequate number of Chapter 8 trained marshals are available for the race.
- If there is a TTRO in place for your race you will be responsible for putting up TTRO notices, removing them after the race and notifying residents etc., as specified.
- Keep the LRRL informed of progress and provide early warning of any issues that may threaten the staging of, or conduct of, the race.

## **Leicester Mercury Branding**

As part of our agreement we are to display their logos on bib numbers at all league races, they have though agreed that there may be conflicts this year. In such case for those summer races who have not already either purchased or arranged sponsorship for 2014 could you please use the LM logo (previously circulated) and website address for your bib numbers. If you already have a number sponsor it would be useful to have co-branding if this is acceptable to your current sponsor.

From 2015 (assuming the deal is extended) it will be a requirement that all bib numbers for league races should carry the LM logos. It may be worth looking at doing a collaborative purchase for 2015?

It is likely that we will also be expected to display LM banners in a prominent position at races and league events.