

**Etape Cymru Safety Advisory Group Meeting
Friday 2nd March 2012
Third Floor Conference Room, Lambpit Street, Wrexham**

Present:

Phil Harrison, Emergency Planning Manager, WCBC – Chair (PH)
Geraint Jones, Emergency Planning Officer, WCBC (GJ)
Gareth Morris, K Extreme, Event Organiser (GM)
Jo Dytch, Event Director, Participate Sport (JD)
Harriet Marlow, Operations Director, Participate Sport (HM)
Nick Rusling, CE Participate Sport (NR)
Bob Bartlett, H&S Officer, Participate Sport (BB)
Amanda Davies, Business Services Manager, WCBC (AD)
Claire Tokarczyk, Marketing & Promotions Officer, WCBC (CT)
Toni Slater, Public Protection Service Manager, WCBC (TS)
Darren Green, WCBC Environment (DG)
Bethan Richards, Marketing Assistant, for Sue Wyn Jones, WCBC (BR)
Gareth Jones, WCBC Press office
Inspector Jayne Thomas, North Wales Police (Traffic) (JT)
Pete Jones, North Wales Police (PJ)
Daniel Lucy, St Johns Ambulance Service (DL)
Tim Towers, Denbighshire CC Environment Dept. for Tina Davenport (TT)
John Edwards, Chair Minera Community Council (JE)
Jeanette Easton, Emergency Planning, WCBC – Minutes (JME)

Apologies:

Steve Jones, Amberon Traffic Management
Eirwyn B Jones, Welsh Ambulance Service Trust (WAST)
Mike O Meara, North Wales Fire & Rescue
Sue Wyn Jones, WCBC Communications Manager
Tina Davenport, Denbighshire CC Environment

1. Welcome & Introductions

PH welcomed all to the meeting. JD introduced Nick Rusling, Chief Executive of Participate Sport & Bob Bartlett, Health & Safety Officer, Participate Sport.

2. Previous Minutes / Actions

All actions complete or ongoing.

3. Route Update - Organisers

JD said that having met with TT & DG, the route had been finalised. The route start & finish will be Bangor on Dee Racecourse, with a staggered start to reduce the possibility of a cyclists "bottleneck".

BB gave an overview of his role and that he had toured the route. He will complete a full risk assessment covering all aspects of the race. He will be working closely with the traffic management contractors. He will develop a timing schedule for the required road closures to enable the public to be warned in advance.

Concerns raised about the condition of some of the road surfaces along the route.

Action: Participate Sport to identify these areas specifically to both Wrexham & Denbighshire Highways department.

Action: JD to have drafts of both the Traffic & Event Management plans in time for the next SAG meeting.

4. Communications

PH said that concerns had been raised about the effectiveness of radio communications given the remoteness of parts of the route.

Action: Participate Sport to identify risk areas and source best solutions for appropriate communications.

Action: Participate Sport to cover communications strategy within Events Plan.

5. Organisational Issues

- **Police**

A Police liaison officer will be provided for no cost at the event control room at Bangor on Dee. Any extra policing will entail a cost

Action: PJ to supply event organiser with costings.

JT asked when the route signs were being put up.

Action: Participate Sport to provide full signage schedule as part of event plan.

JT asked what contingencies were in place should a fatality occur on the route (event or non event).BB stated this will be in the event plan

- **Ambulance**

Not at meeting. No issues forthcoming

Action: Participate Sport to liaise with WAST prior to next SAG

- **Denbighshire CC**

TT said that the route had been agreed in principle at the Members Scrutiny Committee. All members locally to be kept in public relations loop. They also requested that the Horseshoe pass be opened by 11.00; JD said that it was unlikely to be open until 11.30.

- **Wrexham CC**

No Issues

- **Organisers**

No Issues

7. AOB:

JE asked that Road signs along the route be removed as quickly as possible after the event – JD assured him they would be.

DL asked if they were able to use the Medical room at Bangor on Dee Racecourse.

Action: Participate Sport to liaise with Racecourse management and report back at next SAG.

8. Dates of Next Meeting:

**Wednesday May 2nd at 14.00
Committee Room 2, Guildhall, Wrexham LL11 1AY**