

RISK ASSESSMENT for Large Scale events including members of the public



Norwich Hasler 2023

Risk assessment for all large-scale events involving attendance of other organisations and members of the general public.

Generic Control measures

1. Check the Public Liability Insurance is sufficient to cover the event
2. If any outside service providers (catering / sales / Support functions) have their own Public Liability Insurance sufficient to meet any claims resulting from their actions

What are the hazards? (List <u>significant</u> hazards)	Who might be Harmed?	How they might be harmed	Control Measures	Done
Accident or injury to competitor or spectators or ill health event	Competitors and or spectators	Slip, trip, fall. Violence from member of public	Provision of First Aid facilities <ol style="list-style-type: none">1. At Whittlingham Boathouse2. At Race Control3. Onboard marshals' boat at turning buoy4. In car parking area Provision of qualified First Aiders. Each First Aider will have communications. This will be via mobile phone or radio communications. Number of Race Control will be known by each first aider. Defibrillator is available by the front door of Whittlingham Boathouse	

RISK ASSESSMENT for Large Scale events including members of the public



		<p>Uneven or damaged surfaces where persons walk will be appropriately highlighted by means of a physical barrier or hazard tape to warn others of the risks.</p> <p>All working at height will be avoided wherever possible; where not, it will be risk assessed on an individual basis, properly planned and organised and any equipment used (e.g. ladders) will be properly inspected and maintained in accordance with the Work at Height Regulations (2005) and the Lifting Operations and Lifting Equipment Regulations (1998)</p>	
	Injury whilst portaging and participating	<p>The race briefing includes instruction to competitors to make them aware of the risks whilst portaging. Competitors are warned of the risks from sharp objects and instructed to wear suitable footwear. A visual inspection of all portage points will be carried out to remove so far as is reasonably practicable and sharp objects</p> <p>The River Yare is tidal. This means the portage points constantly change and new hazards can be delivered by the moving tide – it also exposes areas that are likely to be slippery. The pre-race check is included to manage any hazards as they appear.</p> <p>A carpet will be laid at the club re entry point to ensure all potential hazards are removed</p> <p>Participants are made aware of the potential for submerged objects, efforts will be made by race organisers to remove any potential hazards</p>	

RISK ASSESSMENT for Large Scale events including members of the public



		Ill health event to spectator or competitor	All competitors are briefed to ensure that they declare any health concerns they may have prior to undertaking the event any declarations will be considered by the race officials to ensure suitable precautionary arrangements are put in place if possible. If any declaration of ill health gives cannot be suitably managed, the competitor will not be allowed to participate. It is not reasonable to ask spectators to declare ill health and therefore first aid and a call the emergency services will be made in the event of any ill health situation.	
Weather	Competitors and Spectators	Floods causing unsafe water conditions High winds making trees unsafe River bank flooding	<ol style="list-style-type: none"> 1. The weather forecast will be checked prior to the commencement of the event and in the preceding days to ensure no inclement weather conditions are predicted – The committee will decide upon the suitability of continuing with the event 2. Risk assessment of any tree areas to be checked with Whitlingham Adventures 3. Tents, Caravans, mobile sales units and PA equipment must be made secure in high winds 4. Assessment of the spectator arrangements to ensure persons are kept away from river bank in flood conditions 	
	Competitors	Suffering effects of cold or heat	<p>A formal safety briefing will take place for all competitors prior to the event - This will include the need for suitable dress and hydration</p> <ul style="list-style-type: none"> • Hot weather - Sun glasses and sun protection will be advised • Cold weather - keeping close to the bank on river and reminder to stay with the boat. 	

RISK ASSESSMENT for Large Scale events including members of the public



Struck by moving vehicle	Visitors, Parking Marshalls		<p>Designated signed parking areas. Drive to be kept clear to allow access for emergency vehicles. Mandatory 5 mph speed limit enforced by signs Traffic cones to mark the routes One-way traffic system in place. Car parking supervised by identifiable marshals wearing high visibility jackets carrying mobile radio to summon assistance from Race Control. First Aiders on site. Designated area for disabled parking.</p>	
	Visitors and general public using the car park		<ol style="list-style-type: none"> 1. Minimum number of parking Marshalls is required. These must be available at all times whilst vehicles are arriving and leaving. 2. Each Marshall shall have suitable communications with race control. 3. Race control will maintain a list of all Marshalls and their contact details. 	
Fire	Competitors and spectators	Fire and Explosion	<p>Fire Risk Assessment has been undertaken by Whitlingham Boathouses – The FRA covers the building.</p> <p>No Smoking policy in WBH – No smoking whilst refueling boats – Smoking is only allowed in outside spaces</p> <p>Further Fire Risk control measures</p> <ol style="list-style-type: none"> 1. All petrol for boats to be stored in flammable storage containers 2. Correct plastic fuel canisters to be used 3. Boats to be refueled before the start of the event 4. No refueling to take place whilst a boat is in motion 5. Vendors selling hot food will be checked to ensure they have sufficient Firefighting facilities and suitable Fire Risk 	

RISK ASSESSMENT for Large Scale events including members of the public



			Assessments in place	
Spectators		Lost children	Marshalls will be provided to assist in the running of the event. Each Marshall will be fully briefed prior to the event. Each one will be easy to identify and will be wearing High Visibility clothing	
		Insufficient Marshalls / Untrained Marshalls	<p>A minimum number of Marshalls is required. If insufficient Marshalls are not available the event cannot run</p> <p>Marshalls to be briefed prior to the event - Provided with;</p> <ol style="list-style-type: none"> 1. Appropriate communications 2. Knowledge of First Aid arrangements. 3. Emergency Arrangements 4. Identifying clothing in a highly visible colour 	
Natural Hazards including pollen, dangerous plants cuts from thorns, Wasp & Bee nests, E.g. Skin rash from plants, bee	Members of Public, Spectators, Competitors	Being affected by a natural hazard such a giant Hogweed, Bees or wasp nest	This is a seasonal issue. If necessary, a Pre-event check of the area will be carried out to ensure it does not contain any natural hazards such as dangerous plants or wasp or bee nests. Any identified hazards are to be marked and taped to ensure no person can come into contact with the hazard	
		Hit by falling tree	Tree risk assessments are carried out by HK Countryside Management. This is carried out on behalf of. Norfolk County Council who are currently responsible for the Little and Great Broad (water only). Contact ghewitt.hk@outlook.com for further information	

RISK ASSESSMENT for Large Scale events including members of the public



<p>sting resulting in anaphylactic shock</p>				
<p>Drowning and/or Infection from immersion in water</p>	<p>Competitors and Spectators</p>	<p>Falling from river bank or falling from kayak</p>	<p>Provision of powered safety boats at all times when competitors are on the water. These will be crewed by competent power boat operators who are able to affect water rescue for any person in the water. Power boat operators will wear appropriate buoyancy and PPE.</p> <p>Each boat will be provided with communications allowing boat crew and race control to communicate. Boat operators will be briefed prior to the event regarding boat positions, maintaining safety of other water users and racers whilst undertaking rescue</p> <p>Other safety craft which will take the form of kayakers in stable boats will be positioned at predetermined distances along the route of the course. These are for the purpose of rescue and recovery of capsized persons. Each craft will be crewed by an experienced paddler and they will be equipped with communications in the form of a mobile phone.</p> <p>It will be the responsibility of race control to stop or delay a race accordingly</p> <p>All competitors' boats will undergo a safety check prior to taking part. This process will ensure that each boat contains sufficient buoyancy to ensure the boat will remain afloat in the event of capsize. Any boat</p>	

RISK ASSESSMENT for Large Scale events including members of the public



			<p>without sufficient buoyancy will not be able to compete.</p> <p>Competitors are required to wear buoyancy in accordance with British Canoeing race rules. This means that any person in division 7 to 9 must wear Buoyancy and any person under the age of 16.</p> <p>Any person immersed in water will be instructed to shower after. This is included in the pre-race briefing</p> <p>Spectators will watch the race from a place of safety. The places of safety will be identified prior to the race. They will be inspected by race officials and suitable arrangements will be put in place to ensure persons remain in a place of safety, and a suitable distance from the waters edge. We appreciate that children could be at a higher risk so all arrangements will ensure their needs are catered for.</p> <p>An inspection of the river bank will take place to ensure it is suitable and stable. Sufficient barriers will be installed to keep spectators away from points of danger. Specifically Start and Finish points</p>	
--	--	--	--	--

DO THE ABOVE CONTROL MEASURES ADEQUATELY REDUCE THE RISKS?

YES