**THE 2022 TRANS-PENNINE ‘HUNDRED’ RISK ASSESSMENT**

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**The Trans-Pennine 100 – 2022 Risk Assessment Document**

# **Background**

**The Aim of this Risk Assessment and Who It Covers**

The primary aim of the risk assessment is to ensure that those involved in the event will not suffer injury or harm as a result of their participation or involvement in the event. To this end the risk assessment looks at risks and hazards that could cause significant harm to these involved in the event.

It also considers some of the risks not directly related to safety and welfare of those involved in the event but could affect the reputation of the LDWA and the local group, for example if the event was poorly run and if it made a dramatic financial loss.

The safety of anyone involved in the event, entrants, marshals and supporters will clearly need to be considered. However consideration also needs to be given to anyone who could be affected in any way including local residents, land owners and the general public.

The risks and associated risk management activities are analysed in tabular form below. Four categories are presented: those relating to Management of the100 Event, Facilities and Staffing, Finance and a Route Overview assessment with a more specific route risk assessment. Notes on the scoring system are included as Appendix 1. The overall scoring system leads to an assessment that a risk may be ‘high’, ‘medium’ or ‘low’ as defined below.

|  |  |  |
| --- | --- | --- |
| high risk | 16-25 | action required to eliminate or reduce the risk |
| medium risk | 8-15 | action highly desirable (10+ greater priority) |
| low risk | 1-6 | action discretionary |

The risk scores below are assessed then changed after mitigating actions have been taken.

As time moves on and measures are identified, the number of High Risk categories will significantly reduce, be negated or eliminated.

This will therefore be a ‘living’ document that evolves until by the time that the Trans-Pennine Hundred is held.

The number of medium - level risks remaining is very small though a number, such as the risk of trip hazards and bad weather conditions, can never be fully eliminated.

# **Risk Assessment – Setting the Scene**

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| Subject | Details | Notes |
| EVENT NAME | The Trans-Pennine 100 | In the risk assessment this will be abbreviated to T-P100 |
| DATE | Friday 3rd June to Sunday 5th June 2022 | Day/Night event continues through the hours of darkness. Estimated Sunrise & Sunset times: Sunrise: 04:40. Sunset: 21:25. |
| GENERAL DESCRIPTION | A 100 Mile walking event which is open to runners. | All entrants have 48 hours to complete the event: Exact Mileage 100.1 Total Ascent 13690ft Total Descent 13548ft Terrain: Footpaths, Bridleways, Tracks, Lanes, Minor Roads (No Pavements/Pavements), Suburban Streets (pavements). |
| VENUE | Address | Netherwood Academy Dove Valley Way Wombwell Barnsley S. Yorks S73 8FE Tel No:01226 272000 Booking: From 18:00 Thursday (marshals only) Until 12:00 Midday Sunday. |
| MARSHALLS EVENT | Saturday 30th April 2022 to Monday 2nd May 2022 | A preliminary walk will take place starting at 09:00am or 10:00am on Saturday 30th April 2022, finishing Monday 2nd May 2022 at 09:00am. This will help check the route and the route description, and any adjustments or alterations to the route will be made prior to the main event.  Any other identified issues or concerns will also be assessed and revised as necessary. The walk also allows people who volunteer to help marshal the marshal’s event to complete the main event. All entrants on the marshal’s event will have previously completed a qualifying 50 mile event, and provided evidence of this. All entrants of the marshal’s event will carry the required essential kit as per the main event and will also be subjected to unannounced kit checks, and disqualifications as per the main event criteria.  Marshals walks are usually recognised as being tougher then the Main Event as they are done with less support. No specific Risk Assessment will be carried out/refer to the Main Event Risk Assessment. However, the walk is only open to a smaller number of people (Maximum 50), all of whom are experienced walkers (Runners). Entrants on the Marshals walk will pay the full cost of entering, but after the main event if the entrant has attended as an active volunteer so 40% of the entry fee will be refunded. |
| PROGRESS MONITORING |  | Each entrant will be given an electronic tracker to record entrants at Checkpoints, booked up by a paper log of entrant numbers. Each entrant carries a ‘tally’ card. The card also shows the entrants number and emergency telephone number. A designated volunteer will go to each check point before closing time, to check all entrants are accounted for. Entrants who are out of time will be taken to HQ. |
| FIRST AID COVER | Provided by Vie Medic Services LTD  Vie Medic Services Ltd: Expert first aid training &amp;amp; event medical cover | Vie Medic Services Ltd  West House West Street  Wath-upon-Dearne S63 7QX  £1953  2 technicians 24 hours at HQ  2 technicians 15 hours at Breakfast |
| EVENT TIMETABLE | Access Time to Netherwood Academy | Thursday 02/06/2022 Marshals only Car Park for marshals only |
|  | Access Time to Netherwood Academy for Entrants. | Friday 03/06/2022 06.30  Car park opens for entrants. |
|  | Time Registration Opens | Friday 03/06/22 07:00 |
|  | Time Refreshments Available for Marshals | Hot Drinks, Breakfast Cereals and Toast available for entrants from 07:00 |
|  | Time Refreshment available for Marshals | There will be a presence in the School from 09:00 - 16:00 on Thursday 02/06/22  Hot and Cold drinks will be available for marshals throughout the event from Thursday until Sunday Midday. There will be snacks/meals available for marshals throughout the event at HQ, appropriate to the time of day and weather. |
|  | Walkers Start Time | 09:00 - 10:00 |
|  | Runners Start Time | 13:00 |
|  | Expected Time of First Finisher | 08:45 Saturday 4th June 2022 |
|  | Latest Time for Entrants to Finish | 08:59 Sunday 5th June2022 |
| EVENT ROUTE SUMMARY | HQ - Wombwell | School |
|  | CP1 - Gilroyd Lane | Outdoor |
|  | CP2 - Penistone | Community Center |
|  | CP3 - Birds Edge | Barn |
|  | CP4 - Holmbridge | Village Hall |
|  | CP5 - Crowden | Education Center |
|  | CP6 – Dinting Vale | Scout Hut |
|  | CP7 - Hayfield | Scout Hut |
|  | CP8 - Mam Nick Car Park | Outdoor |
|  | CP9 - Hope | Sports Hall |
|  | CP10 - Hathersage (Breakfast) | Education Center |
|  | CP11 - Moscar | Marquee |
|  | CP12 - Worrall | Village Hall |
|  | CP13 - Wortley | Rugby Club |
|  | CP-14 – Tankersley in Pilley | Village Hall |
|  | CP15 - Wentworth | Cricket Pavilion/Marquee |
|  | CP16 - Elsecar | Parish Hall |
| ROUTE DESCRIPTION |  | The route has been designed by very experienced walkers who are very familiar with the area. |
| START AND FINISH | Netherwood Academy Wombwell | There is plentiful car parking available, camping will be allowed in designated areas. Event HQ has halls, catering facilities, showers and rooms to provide sleeping space after finishing. |
| CHECKPOINTS | See appendix 3 | Checkpoints are a mix of barns, village halls, a church or hostels. There will be five outdoor checkpoints. Each checkpoint will be individually risk assessed. |
| ENTRANTS MINIMAL REQUIREMENTS |  | All entrants will be aged over 18 All entrants will have completed a qualifying 50 mile event during the previous 16 months and have provided evidence of this. All entrants will receive a comprehensive kit list, there will be an unannounced kit check by officials at any point. Entrants will carry: A Mug or equivalent container. Compass and whistle, torch, waterproofs, warm clothing. First Aid Kit, extra food and drink. A paper copy of the route description even if using GPS or the equivalent. Maps (Paper) to cover the entire route, preferably laminated. |
| DISQUALIFICATION | Entrants | Entrants can be disqualified during the event at the discretion of an event marshal. Reasons for disqualification can include: Failing to carry any item of compulsory Kit Being under the influence of Drink or Drugs (Occasional Pain Killers allowed).Abusive Behaviour to either another entrant, marshal or member of the public. Failing to follow the route description, taking short cuts, trespassing on private land, wilful damage to property. All disqualified entrants will have their tally card removed from them by a marshal, and transport will be arranged back to HQ. There will be no food or drink available at any further checkpoint for an entrant without a tally card.  The event will ensure that anyone disqualified are kept safe and taken back to HQ as soon as possible. |

# **1 – Risk Assessment – Management of the ‘Hundred’ Event**

With an event of this scale and nature some consideration must be given to the overall organisation of the event, the skills and experience of those responsible for overseeing and hosting it, and the risk that some very serious risks could lead, for example, to its late cancellation.

Because there are specific risks involved with the facilities and route these will be looked at separately with a more detailed assessment of the route included.

**Abbreviations**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| LDWA | Long Distance Walkers Association |  | CP | Checkpoint |
| NEC | National Executive Committee |  | RD | Route Description |
| T-P100 | Trans-Pennine 100 |  | HQ | Headquarters |
| RA | Risk Assessment |  | MRT | Mountain Rescue Team |

**Risk Levels**

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| --- | --- | --- |
| L = Low | M = Medium | H = High |

**T-P100 Committee**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Chair/Main Organiser | Aaron Hookway | **AH** | Transport Coordinator | Adrian Gosling | **AG** |
| Secretary | Sue Arnold | **SA** | Route Description | Ken Guest | **KG** |
| Treasurer/IT | Peter Poppy | **PP** | Kit check Liaison | HVMRT | **HVMRT** |
| Entries | Sandy Gee | **SG** | Car Parking | Dave Newbould | **DN** |
| Supplies & Provisions | Jane Guest | **JG** | Baggage Lead | Andy Millar | **AM** |
| Catering Manager | Paul Ashman | **PA** | Front of House Lead | Nina Rossetti | **NR** |
| Route Development | Roy Turner | **RT** | Merchandise | Bev Hookway | **BH** |
| Registration Liaison | Paula Pickersgill | **PG** | Risk Assessment | Karen Nash | **KN** |
| Checkpoint Coordinator | Abi Macdonald | **AMcD** |  |  |  |
| Marshals Event | Christine Stratton | **CS** |  |  |  |

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| **RISK ASSESSMENT – Management of the ‘Hundred’ Event – Compiled Lynne Harness** | | | | | | | | |
| **HAZARD/RISK** | **WHO IS AT RISK** | **Likelihood**  **(out of 5)**  **A** | **Impact (out of 5)**  **B** | **Score**  **A x B** | **RISK LEVEL**  **H/M/L** | **MANAGING THE RISK**  **PROPOSED ACTION/CONTROL MEASURES** | **FURTHER ACTION NEEDED/BY DATE** | **RISK MGR** |
| 0.1 Information not on hand in central location | Entrants  Marshals | **2** | **4** | **8** | **M** | * Master Folder of all information will be on control desk | 1. Created | **AH** |
| 1.1 That the event organisers do not have the necessary skills and commitment to organise the event adequately. Also the possibility of illness or other personal issues impacts on the organiser’s availability. | Entrants  Marshals  Supporters  Public | **2** | **5** | **10** | **M** | * Event application from organising group to LDWA describes in outline the nature of the proposed event and demonstrates capacity to assemble a suitable team (the organising committee) to run the event. * Organising committee undertakes to adhere to the rules and guidelines, use standard documents including the rules, and seek assistance if required. * 100 coordinator considers if additional support for committee is required and makes recommendations, appoints suitably qualified NEC representative to work with organising committee at local level and sets up methods for monitoring progress. * Organising committee to recruit additional marshals into key positions. | 1. Application approved by NEC. 2. Standard job descriptions consulted when assembling committee. 3. Regular progress reports submitted to NEC. 4. 100s coordinator appointed NEC representative John Elrick. 5. Post Covid restrictions Zoom meetings arranged and invited 100 coordinator. 6. Post covid meetings recommenced with new 100 coordinator Sara Dyer 7. All positions now covered. Main core and teams. There is a sheet with all volunteers on for over the weekend 8. The 100 coordinator has been liaising with the organising committee and the NEC | **AH** |
| 1.2 Entrants attempt the event that are not appropriately qualified or equipped for the event leading to accident, injuries and placing extreme pressure on organising committee. | Entrants  Marshals  Helpers  Public – including the emergency services | **2** | **4** | **8** | **M** | * All entrants need to have completed a qualifying event (as per rules). * Organisers to make information on route in advance, to help potential entrants determine the nature and difficulty of the route. * Establish on line forum so that entrants can raise queries on the route, and become better informed about the event. * Entrants obliged to carry appropriate kit (see rules) and the committee to ensure kit check is carried out. * Entries officer to set up systems for checking that entrants have completed qualification within specified period (see rules) * Disciplinary panel established to deal with persons not obeying rules. * Possibility of extra kit check added post Breakfast | 1. Ensure checking mechanism set up to confirm that only suitably qualified entrants are accepted. 2. Made draft route details available Feb 2022 3. Issued final draft of route instructions May 2022 4. Entry form includes a request for medical information. 5. The rules will be added to the webpage after SYF 100 in 2021. 6. SG doing whilst entrants entering 7. Panel to be created post event 8. To adopt ball in the bag type kit check post breakfast | **SG**  **PP**  **AH**  **SG**  **PP**  **AH**  **SG**  **AH**  **AMcD** |
| 1.3 That event marshals are not appropriately briefed or supported leading to organisational failures. | Entrants  Marshals | **2** | **3** | **6** | **L** | * Briefing packs supplied well in advance to checkpoint marshals. * Consideration given to lone working in checkpoints. * Rotas and Guidance drawn up for HQ marshals. | 1. The checkpoint coordinator will be in the process to make briefing packs for the CP marshals. To be made and authorised **Feb/Mar 2022** 2. Created and sent March 22 | **KG/AMcD**  **JG/AH** |
| 1.4 That the event is cancelled at the last minute due to none availability of accommodation. Major problems on route. Prevailing poor weather That a late cancellation of the event causes significant reputational damage because communication is inadequate. | Entrants  Helpers  Vermuyden South Yorks LDWA  National LDWA | **1** | **4** | **4** | **L** | * Registration document to include contact details of next of kin. * Collate contact information for marshals. * Contacts to be maintained with organisations letting the accommodation (Netherwood ALC Crowden, Hathersage) to ensure that the building remains available and in good condition. * Assign sections of the route to guardians so they can keep a regular check on the route. * That in the ‘worst case scenario’ of cancellation there are proper communication protocols established to inform entrants and Helpers. | * Registration liaison to create registration documents. * CP coordinator to collate. * All CPs are to be visited. * For Risk Assessment purposes * Item itinerary. * Communication signals (Wi-Fi Inc.). * The present timeline for the route: * **2018** – Route devised by Dave W, Raj J, Roy T. * **2019** - Walked for RD purposes (few changes made (added a hill, added a CP, negated a few High risks). * **2019** - Ian Hull then walked and tweaked the RD. * Tony Harness then walked the route in sections and added grid refs early **2020**. * To be walked by Vermuyden Members, by **August 2020** * To be walked by T-P100 committee members **by Dec 2021** to see if the route is feasible. * To be walked by South Pennine and Irregulars members in **Spring 2021** to check route * To be walked by someone away from the area to check route for a final time in summer 2021. * GPX created by use of RD * Procedure is in place to notify all entrants and helpers in such a circumstance as cancelation. | **SG**  **AMcD**  **KN**  **AH**  **JG/AMcD**  **PP**  **RT**  **RT, JG,AH**  **AH, JG**  **ALL** |
| 1.6 Access approved could be refused, residents raise objections to event and case reputational damage. There is a history of last minute major changes to route etc. on this event. | Entrants  Marshals  Vermuyden South Yorks LDWA  National LDWA | **1** | **4** | **4** | **L** | * Early contact to be established with local landowners, park authorities, and local residents etc. to build good relationships and determine problems. * Local residents/councils etc. to be contacted shortly before event to remind them of its dates and timings etc. | 1. Permission to hold a CP in Mam Nick car park initially declined, **JG** made contact and now moving forward with National Trust. 2. There is only one other alternative that pose a risk as is a car layby on busy road. 3. It has been agreed by the organising committee that only outlying properties will be leafleted. 4. Village notice boards to be utilised in most villages. 5. TPT notified, National Trails notified, Nat Trust notified 6. National Trust for Mam Nick CP given authority to use for marshals event at present only | **JG**  **RT**  **ALL**  **AH** |
| 1.7 Extreme weather conditions (very wet, very hot) creating difficulties. | Entrants | **1** | **5** | **5** | **L** | * Rules for event to be enforced * Checkpoints are located appropriately (we added one extra (Birds Edge to negate fatigue risk)). Use of outdoor checkpoints minimised * Transport plans need to be developed for extreme conditions, to cover support of entrants. Alternative route etc. | 1. Transport coordinator **AG** is to explore possibility of coach hire at short notice to transport large number of retirees. 2. Route development team explored a low level alternative to Black Hill in use in Very Wet weather when streams may be in spate. 3. Black Hill to be checked couple of days before the event. Local decisions will be made on the day 4. AG now booked enough busses/vans etc to run the entire event 5. This risk assessment showed where flagging is required (see detailed route risk ass) | **AG**  **RT**  **AH/RT**  **AG**  **AH/RT** |
| 1.8 Transport arrangements are inadequate for Supplies for checkpoints are not delivered in time.  Baggage is not delivered, entrants are not transported without due delay.  Drivers may also become unduly tired. | Entrants  Marshals | **1** | **4** | **4** | **L** | * Transport Coordinatorneeds to consider the numbers and types of vehicles required, taking into account of road conditions, distances etc. and the cost of different options. * Transport Coordinatorto draw up schedule of numbers of drivers and local companies to use. * Suitable team to be checked and appointed * Drivers to be briefed and schedules distributed. | 1. **AG** has been in touch with YSF 100 2021, to deduce the number of mini busses etc. required. 2. AG canvasing local bus companies for hire over the weekend. 3. Costs required for Budget purposes. 4. Schedules to be produced 5. Drivers rota drafted for both events | **AG**  **AG**  **PP**  **AG** |
| 1.8 There may be a risk on route from Tick bites, snakes or other farm animals such as cattle. | Entrants | **3** | **3** | **9** | **M** | * Suitable first aid provision provided at HQ and breakfast. | 1. Vie Medic Services   2 techs HQ 24 HRS, 2 techs 15 hours breakfast   1. Keeping safe page added to webpage for entrants. | **PP**  **AH** |
| 1.9 There may be congestion issues in the main hall | Entrants | **3** | **3** | **9** | **M** | * After the marshals walk it has been decided to approach the School to find a better way out of the school | 1. Make a one way system for entrants arriving | **AH**  **JG** |

# **2 – Risk Assessment – Facilities and staffing**

A key part of any Hundred is the support facilities that are made available to entrants. These can be subdivided into two main categories. The first of them is the Headquarters (‘HQ’) from which the event will start and where it ends, and from where the event will be coordinated. For example it will be from here that the progress of all entrants is monitored and to where all retirees are taken before they formally leave the event. The second category is the checkpoints that will be provided around the route. This section considers these two categories of support facilities in more detail.

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| **RISK ASSESSMENT – Facilities and Staffing – Lynne Harness** | | | | | | | | |
| **HAZARD/RISK** | **WHO IS AT RISK** | **Likelihood**  **(out of 5)**  **A** | **Impact (out of 5)**  **B** | **Score**  **A x B** | **RISK LEVEL**  **H/M/L** | **MANAGING THE RISK**  **PROPOSED ACTION/CONTROL MEASURES** | **FURTHER ACTION NEEDED/BY DATE** | **RISK MGR** |
| 2.1 That the headquarters facilities available for the event are not suitable or sufficient. | Entrants  Helpers  Vermuyden LDWA  National LDWA | **1** | **1** | **2** | **L** | * Key members of organising committee need to visit site to check facilities against brief. * Factors to consider include suitable areas for registration, feeding, kitchens, admin facilities, medical areas, sleeping areas (entrants and marshals), toilets, showers and car parking. * Particular attention to be given to size of building and adequacy of car parking given the anticipated numbers of entrants and supporters. * Access egress issues found after marshals event, the main ‘hall’ congestion issues. | 1. The price and conditions of Netherwood Academy have been confirmed in writing. 2. Netherwood is a state of the art school and all facilities will meet our needs. 3. Kitchen, seating area, large hall to be used for Registration, Baggage and Tracker table. 4. Same area to be utilised for CP food sorting 5. Moved registration, tracker & Baggage area to a more suitable area | **AH**  **JG**  **JG**  **PP**  **AW**  **AH/PG** |
| 2.2 That the checkpoints are not suitable or sufficient. | Entrants Marshalls | **2** | **3** | **6** | **L** | * Before booking checkpoints need to be inspected by checkpoint coordinator and conditions agreed (see 2.1) * Before event check buildings for health and safety hazards, means of escape etc. * Check that building is sufficiently large enough to cope with anticipated entrants. * Consider if checkpoint is suitable for access by supporters. | 1. Booking of checkpoints have been divided between.  * HQ – Aaron Hookway * Both catering managers, whilst on route planning, route team also interjected.  1. Checkpoints have been booked and deposited. 2. Decisions on supporters visitation has also been agreed this will be placed on the webpage in the supporters section. | **AH**  **JG**  **AMcD**  **AH** |
| 2.3 That the breakfast stop is not suitable or sufficient. | Entrants  Marshals | **2** | **3** | **6** | **L** | * As for the checkpoints above, but formal assessment required to ensure that the baggage accommodation is adequate and that it can be handled without risk to marshals. | 1. Main building visited and stayed overnight. 2. 23 beds available. 3. kitchen and dining area 4. Outdoor undercover building for bags at same location. 5. Hathersage scout hut to be utilised for baggage team sleeping | **AH**  **JG**  **AMcD** |
| 2.4 Food and drink is not adequate to meet the needs of entrants causing problems with dehydration and loss of energy etc. | Entrants | **2** | **4** | **8** | **M** | * Location and distribution of checkpoints needs to be adequately planned, particularly at end of the event. * Food menus need to be adequately planned to provide balanced food offers. * Facilities are made available to transport entrant’s special food. | 1. Catering manager + provisions manager both have career experience in meeting the dietary needs of clients in their care. 2. Checkpoints apportioned closer together nearer end. 3. Both are experienced walkers. | **JG**  **PA** |
| 2.5 Kitchen facilities are inadequate (including for hand washing and food preparation). | Entrants  Marshalls | **2** | **5** | **10** | **M** | * Booking of facilities needs to take account of suitability of kitchens, and if necessary menus tailored accordingly. * Guidance to be issued to marshals on basic food hygiene within marshal’s pack. | 1. Checkpoints have all been visited by the catering team, they will re-visit closer to the event and see if any adjustments to the menu are required. 2. AMcD will create marshal packs 3. Catering managers have training in basic food hygiene and will be able to write hygiene advice 4. sheets which are current and relevant. 5. Checkpoint Handbooks created to a very high standard. Sent to each CP team (Local group) | **JG +**  **AMcD**  **JG +**  **AMcD** |
| 2.6 That incidents and possible emergencies are not managed on the day leading to escalation of problems. | Entrants  Marshals | **3** | **5** | **15** | **M** | * Event HQ to be adequately staffed at all times. * Incident log to be maintained. * Key staff to have deputies who can deal with issues in their absence. * Communication systems to be set up. * Check availability of phone signals and WIFI connection. | 1. At present a number of key positions remain unfilled. Therefore there is a reduced possibility of appointing deputies for all key positions to support key staff. 2. Incident log to be created by chair by March 2022. 3. Pacer (or its equivalent), tracking and air waves communication is to be employed with sat phones on the marshals event. 4. We now have a full team of main staff with deputies. 5. Auxiliary staff rota to be drawn up 6. Trackers now to be utilised on both events | **AH**  **AH**  **PP**  **JG**  **PP** |
| 2.7 Disposal of rubbish and recycling is not managed leading to reputational damage to National LDWA and local group. | Vermuyden LDWA  National LDWA | **2** | **2** | **4** | **L** | * A member of the organisation committee has not been appointed as yet, that said a team will be brought in to assist with the Monday clean up. | 1. We were told at the time of booking, we can use the school recycling bins, | **AH** |

# **3 – Risk Assessment – Finance**

The requirement for the event to charge entry fees means that what is, for the Vermuyden LDWA, a significant amount of money – in the region of £30,000 will be collected and spent in the running of the event. This needs to be managed properly to ensure that money is available when it is needed. In addition, the Vermuyden LDWA group will be required to commit some money ‘up-front’.

This brings with it the risk that in the case of a major problem such as the cancellation of the event the group will be financially exposed to paying out money without any fees to offset against this expenditure. There are therefore some financial risks attaching to the event and this section considers how these may be managed.

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| **RISK ASSESSMENT – FINANCE – Peter Poppy** | | | | | | | | |
| **HAZARD/RISK** | **WHO IS AT RISK** | **Likelihood**  **(out of 5)**  **A** | **Impact (out of 5)**  **B** | **Score**  **A x B** | **RISK LEVEL**  **H/M/L** | **MANAGING THE RISK**  **PROPOSED ACTION/CONTROL MEASURES** | **FURTHER ACTION NEEDED/BY DATE** | **RISK MGR** |
| 3.1 That the budget for the event overspends leaving Vermuyden LDWA to pick up any losses. | Vermuyden LDWA  National LDWA | **1** | **4** | **4** | **L** | * Ensure that robust, risk-based budget is in place and is used as a financial management tool. * Review proposed fees shortly before the event is publicised to ensure adequacy * Ensure position on national LDWA covering unavoidable losses | 1. Budget to be finalised for **August Strider 2021**  2. Fees to be finalised by **June 2021**  3. It has been confirmed that amount borrowed by national LDWA will be payed back post The T-P100 in **2022.** | **PP** |
| 3.2 That entry fees are not handed over e.g. due to failure of any third-party managing them on behalf of the Vermuyden LDWA Group | Entrants  Vermuyden LDWA National LDWA | **2** | **5** | **10** | **M** | * Ensure that monies collected by third parties are handed over to Vermuyden LDWA on a timely and regular basis when so collected. | 1. Put in place appropriate agreement with SI Entries by **May 2021.** | **PP**  **SG** |
| 3.3 Budget for event is inadequate leading to cut backs on facilities and loss of flexibility to respond to emergencies. | Vermuyden South Yorks LDWA  National LDWA | **2** | **4** | **8** | **M** | * Event treasurer needs to have suitable background * Budget for event to be approved by 100 coordinator before event entry details (including entry fee) is published. * Sufficient contingency needs to be retained in budget to cope with emergencies. | 1. Budget being worked on by Vermuyden LDWA treasurer. 2. Budget was to be approved by May 2021, this we assume will now be **May 2021.** 3. Budget approved at the NEC meeting on 7th August 2021 | **PP**  **PP/AH**  **PP** |
| 3.4 That the cancellation of the event exposes Vermuyden South Yorks LDWA and National LDWA to potential losses and reputational risk. | Entrants  Vermuyden LDWA National LDWA | 2 | 5 | 10 | M | * Ensure that clear refund policies are in place in the unlikely event of a cancellation. | 1. To confirm policy on refunds. 2. Refund policy confirmed along with the Si entries 3. Each organisation will have their own cancellation policy on whether refunds are given or not. 4. As per rule 7.2 If an entrant withdraws his/her entry on or before 31 March 2022 the Organisers will refund the fee, less £11 for administration. There will be no refund if an entrant withdraws after 31 March 2022. | **PP/SG** |

# **4 - Risk Assessment – Covid 19**

Now that all mandatory testing and restrictions have been lifted, entrants will need to assess their health and fitness prior to attending the event, as has been the case in the past.

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| **Risk Assessment for Covid19 and other Infectious/Contagious Diseases. Sara Dyer April 2022** | | | | | | | | |
| **HAZARD/RISK** | **WHO IS AT RISK** | **Likelihood**  **(out of 5)**  **A** | **Impact (out of 5)**  **B** | **Score**  **A x B** | **RISK LEVEL**  **H/M/L** | **MANAGING THE RISK**  **PROPOSED ACTION/CONTROL MEASURES** | **FURTHER ACTION NEEDED/BY DATE** | **RISK MGR** |
| 4.1 An entrant catches Covid at the start in HQ | Entrants  Vermuyden LDWA National LDWA | 2 | 5 | 10 | M  M | HQ is large enough to allow for a certain amount of social distancing.  Hand sanitiser will be available at appropriate places.  Entrants can choose from 3 start times depending on their speed. | HQ is a state of the art school building with high ceilings and large doors. There are several big spaces which will be used for registration and refreshments, following a basic one way flow. If the weather is suitable there are also outdoor spaces for mingling and waiting. | **All** |
| 4.2 An entrant catches Covid at a checkpoint | Entrants | 2 | 5 | 10 | M | Checkpoints will be well-ventilated.  Hand sanitiser will be provided at appropriate places.  Marshals will be aware of good practice and food will be served hygienically. | Some checkpoints are outdoors in gazebos or barns.  Indoor checkpoints usually have open doors (for entrants to check in) and space outside for sitting and waiting.  Food will be served so that entrants only touch their own selected food eg serving tongs. Entrants carry their own mugs.  Self serve snacks such as crisps and jelly babies will be served in paper cake cases.  Marshals will wash their hands frequently. | **AMcD**  **JG** |
| 4.3 An entrant catches Covid at the finish in HQ. | Entrants  Vermuyden LDWA National LDWA | 2 | 5 | 10 |  | The above comments about space and good hygiene practice also apply here. | Entrants who wish to will be able to sleep in an air-conditioned sports hall which has plenty of space for social distancing. | **AH** |

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| 4.4 Covid Avoidance | Entrants  Marshals | **2** | **5** | **10** | **M** | Event HQ and Checkpoint teams aware Covid19 still a viable concern | 1. 17 bottles of hand sanitiser to be placed at HQ desk and Every CP control desk 2. It is the responsibility of everyone to observe personal hygiene regime 3. It is the responsibility of each entrant to use when at a CP 4. I will reiterate concerns over covid in pre walk talk 5. Restrictions are relaxing all over the country we will hopefully be able to continue with the event if a member of the committee has to isolate, we will cross the bridge if numerous entrants numbers drop out prior to the event. | **AH** |

# **5 - Risk Assessment – Route**

Because there are risks concerns the difficulty of the route and the way it is managed. Some of the route will cover areas that are remote.

The route may include some specific hazards, e.g. sections that require crossing or moving along roads, or where there are hazards such as rock edges, or steep slopes which may be slippery when wet.

The challenges inherent in the route will be heightened when entrants are walking at night [any point on the route beyond about 30 miles is likely to be travelled in darkness by some participants,] if the weather is wet during the event or paths are wet from heavy rain in the period before the event, or if weather conditions are unusually hot or cold during the event.

Because there are specific risks associated with the route, a detailed Route Risk Assessment, with appropriate proposed actions/control measures, has been prepared.

A more detailed risk assessment can be found in Appendix 2

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| **RISK ASSESSMENT – Route – Aaron Hookway** | | | | | | | | | | | | |
| **HAZARD/RISK** | **WHO IS AT RISK** | **Likelihood**  **(out of 5)**  **A** | **Impact (out of 5)**  **B** | **Score**  **A x B** | | **RISK LEVEL**  **H/M/L** | | **MANAGING THE RISK**  **PROPOSED ACTION/CONTROL MEASURES** | | **FURTHER ACTION NEEDED/BY DATE** | | **RISK MGR** |
| 5.1 That the route is not appropriate for an LDWA event.  It may be too difficult in terms of the terrain and it may be inadequately described and not signed in key areas.  This could lead to accident or injury, people getting lost.  Lost walkers runners could cause disruption to the public and local residents | Entrants  Marshals  Helpers  Public – including the emergency services | **3** | **4** | **12** | | **M** | | * The route was devised and written by local group members with good knowledge of the area. * Route to be walked by other persons prior to the event including some who have little knowledge of the area. * Route risk assessment undertaken and findings implemented, this to include possible re-routing, signage and recommend sites for marshals on route. * Route is measured for length and ascent/descent calculated. * Route description is made available in good time for people to walk out route. * Marshals walk approx... 4 weeks before the main event, this would be the final check of the route. * Entrants required to carry route description and maps (see rules) * Laddow Rocks * 264 A5 flyer leaflets required for outdoor buildings | | 1. Devised by members who left the committee in 2018 2. Re-walked by team for RD purposes. 3. Will be re-walked 4 times further to ensure accuracy. **2019-2021** 4. Of the five times walked the average Length, Assent and Descent will be calculated. 5. Out of area person walked route with only one problem we are to address. 6. Local walker walked the route with the final RD to create the GPX for the event 7. JG to final walk it early 2022 for this risk assessment, once this is done the route will go live 8. RD & GPX placed on website May 2022 9. Pre walk safety briefing will make note of every edge we come across on the route. Also tell entrants there is a heather track to the right away from the edge if nervous about sheer drop to left 10. Rota has been drawn up to distribute farms houses passed etc. | | **RT**  **RT**  **JG**  **AH**  **KG**  **KG**  **JG**  **CS**  **AH/JG** |
| 5.2 Risk that fatigue and getting lost due to night walking leads to physical injury and/or event disruption | Entrants | **6** | **4** | **24** | | **H** | | * Ensure that route descriptions are comprehensive * Mark unclear sections with fluorescent tape etc. * Delegate sweepers to pick up those who are lost as much as possible * Issue emergency phone numbers * Decide on chip/tracking devices for entrants and sweepers | | 1. Finalise draft route descriptions Easter 22  2. All entrants required to carry mobile phones based on rules.  3. Prepare list of emergency phone numbers March 2022   1. Decision on chip/tracking made and all entrants getting one 2. Risk Assessment to note possible flagging etc. 3. Sweep team created, will have trackers and a raynet man 4. Entrants will have a tracker 5. Sweep teams will have a tracker 6. Checkpoint control desk to have paper back up 7. Each checkpoint to have a Raynet team present | | **KG**  **AH**  **JG**  **AH** |
| 5.3 That the supporters crowd a checkpoint.  Operation of CP could be affected and local residents affected causing reputational damage. | Entrants  Marshals  Supporters  Public  Vermuyden LDWA  National LDWA | **4** | **4** | **16** | | **H** | | * Guidance for supporters to be drawn up and enforced. * Needs to include information on which Checkpoints are suitable for supporters and those which are not (farm barns etc.) * Entrants to be informed (in rules) that they have a responsibility for the actions of their supporters. | | 1. Information will be made available for supporters including:  * Checkpoint suitability * Welcome to Barnsley (A guide to the area) * Pubs on route  1. Checkpoints have been assessed for suitability and the webpage is live | | **AH**  **AH** |
| 5.4 The nature of the terrain means that there is a risk of tick bites/Lyme Disease causing medical issues | Entrants  Marshals | **1** | **3** | | **3** | | **L** | | * Ensure that websites and other information point entrants to guidance on how to reduce the risk. | | 1. Investigate available information and include in relevant instructions on webpage. | **AH** |
| 5.5 The nature of the terrain means there is a risk of snake bite causing physical injury | Entrants  Marshals | **1** | **4** | | **4** | | **L** | | * Ensure that medical procedures include instructions on what to do in event of snake bite | | 1. Review medical procedures and insert specific guidance on webpage. | **AH** |
| 5.6 There is a risk that entrants are injured in accidents with farm animals, or are injured by farm equipment. | Entrants  Marshals | **3** | **4** | | **12** | | **M** | | * Ensure that landowners whose fields are crossed have advanced warning as far as possible * Clearly identify risks from farms on Route Descriptions * Review risk based on Marshals walk experience * Location map – Fuel, Chemists & Hospitals | | 1. Contact key landowners whose land is crossed. 2. Include detailed warnings in Route Descriptions 3. Marshals on walk to look out for possible risks and report back. 4. Low Marsh Farm to be visited before main event 5. Mapping sheet to be placed into master folder | **AH**  **JG**  **RT**  **JG**  **AH**  **AH** |
| 5.7 That entrants suffer serious injury or worse due to traffic accidents whilst walking on roads | Entrants  Marshals | **3** | **5** | | **15** | | **M** | | * Routes have been taken away from roads as much as possible. * Route instructions will emphasise road safety considerations * Entrants and Marshals to be required to wear lights at night * Erect warning signs at points of danger * Location map – Fuel, Chemists & Hospitals | | 1. Finalise route and ensure that ‘road walking’ is minimised  2. Measures have been taken to ensure risks have been eliminated or minimized. I.e.   1. Leg 14 has been altered to eliminate one risk (crossing A61 duel carriageway)   3.Mapping sheet to be placed into master folder | **RT**  **AH**  **JG**  **AH** |
| 5.8 Gates left open on route and items dropped by entrants on route. | Entrants  Marshals  National LDWA  Vermuyden LDWA | **2** | **5** | | **10** | | **M** | | * Entrants to be reminded to follow countryside code. * Sweepers to close gates and pick up items dropped by walkers. | | 1. Pre walk briefing to include countryside code reminder. 2. At present a full sweep team has not been established 3. Now established |  |

# **Appendix 1: Risk Scoring System**

The scoring system used works by looking at potential hazards and assessing them in the following manner:

**Measures of Likelihood (A)**

|  |  |
| --- | --- |
| **VALUE** | **How likely is it based on previous experience that the hazard will become an issue?** |
| 1 | Very Unlikely |
| 2 | Unlikely |
| 3 | Likely |
| 4 | Very Likely |
| 5 | Near Certain |

**Measures of Impact (B)**

|  |  |  |  |
| --- | --- | --- | --- |
| **VALUE** | **What is the potential severity of the outcome?** | | |
|  | OUTCOME (PHYSICAL IMPACT/ DISRUPTION TO EVENT/ FINANCIAL IMPACT) | PHYSICAL OR OTHER DAMAGE | FINANCIAL OR OTHER LOSS |
| 1 | Minor Injury/ minor disruption to the event | Minor | Minor |
| 2 | First Aid Injury/Illness/ some disruption to event | Moderate | Moderate |
| 3 | Reportable Injury/Illness (>3 days lost)/ significant disruption to event | Serious | Serious |
| 4 | Major Injury Long Term Absence/ major disruption to event/ significant financial loss (25-50% loss) | Major | Major |
| 5 | Fatality/ cancellation of event/ major financial loss (>50% loss) | Extensive | Extensive |

The two factors may then be multiplied together to create a score, with a maximum of 25. Dependent on the outcome of this calculation a risk will be designated as follows (risk score = likelihood x impact):

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | | **IMPACT** | | | | |
| **LIKELIHOOD** |  | **1** | **2** | **3** | **4** | **5** |
| **1** | **1** | **2** | **3** | **4** | **5** |
| **2** | **2** | **4** | **6** | **8** | **10** |
| **3** | **3** | **6** | **9** | **12** | **15** |
| **4** | **4** | **8** | **12** | **16** | **20** |
| **5** | **5** | **10** | **15** | **20** | **25** |

This score then leads to a suggested course of action for how to handle the risks in the following way:

|  |  |  |
| --- | --- | --- |
| high risk | 16-25 | action required to eliminate or reduce the risk |
| medium risk | 8-15 | action highly desirable (10+ greater priority) |
| low risk | 1-6 | action discretionary |

# **Appendix 2: Specific Hazards of route**

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| **Leg 1: Netherwood ALC to Gilroyd Lane.** | | | | | | | |
| Para No | | Grid Ref | | Hazard | Risk Level | | Control Measures |
| 1.1 | | SE398037 | | Vehicles leaving car park colliding with walkers leaving school grounds | 16 | | **Risk eliminated**, vehicles to be stopped leaving/entering Car Park at time of each proposed start. |
| 1.1 | | SE398036 to SE323042 | | TPT Multi Use path also utilised by Cycles, Horses etc. | 3 | | Pre event signage to be placed. Signage during event and highlighted in pre walk briefing. |
| 1.1 | | SE394040 | | Cross minor B Road to Darfield, Walkers Fresh. | 4 | | Generic warning in Route description. |
| 1.5 | | SE368035 | | Cross minor B Road to Blacker Hill, Walkers Fresh | 4 | | Generic warning in Route description. |
| 1.5 | | SE356036 | | Cross minor B Road in Worsborough, Walkers Fresh | 5 | | Generic warning in Route description |
| 1.6 | | SE351036 | | Crossing A61. Busy fast road. Good visibility. Pelican Crossing. | 8 | | Major Road. Will be busy crossing as entrants still bunched up. RD to point out Pelican crossing must be used. Event Signage to be placed out for vehicles. |
| 1.6 | | SE343037 | | Cross minor B Road to Wigfield Farm and Car Park. | 4 | | Signage to be placed in Car park and road. Warning in Route description. |
| 1.6 | | SE328044 | | Bridge over M1 is a local suicide spot | 1 | | We will ensure everyone is as happy as can be with the send-off. |
| **Leg 2: Gilroyd Lane to Penistone** | | | | | | | |
| 2.1 | | SE320041 to SE248035 | | TPT Multi Use path also utilised by Cycles, Horses etc. | 3 | | Pre event signage to be placed. Signage during event and highlighted in pre walk briefing. |
| 2.7 | | SE289040 | | Cross minor B Road to Silkstone Common, Walkers Fresh | 5 | | Generic warning in Route description. |
| 2.10 | | SE272029 | | Crossing A629. Busy national speed limit road. Good visibility | 10 | | **Major Road**, Walkers must use TPT crossing, well signed by highway agency and extra road signs to be placed out for vehicles. |
| 2.12 | | SE267026 | | Willow Bridge foot bridge over River Don. Possible flood hazard. | 2 | | Re-route onto road section if required. |
| 2.13 | | SE266024 | | Cross secondary minor B Road in Oxspring, Walkers Fresh | 5 | | Low Hazard - warning in Route description to cross to pavement. |
| 2.16 | | SE246032 | | Checkpoint is between numerous car parks, as this CP will be busy the possibility of RTA is huge. | 16 | | **Risk Eliminated**, Traffic cones to be used at CP2. |
| **Leg 3: Penistone to Birds Edge** | | | | | | | |
| Para No | | Grid Ref | | Hazard | Risk Level | | Control Measures |
| 3.1 | | SE246034 to SE236033 | | TPT Multi Use path also utilised by Cycles, Horses etc. | 3 | | Pre event signage to be placed. Signage during event and highlighted in pre walk briefing. |
| 3.1 | | SE23604 | | Crossing A629 in Thurlston. Busy 30mph road. Good visibility, walkers fresh. | 8 | | Signage to be placed out for motorists. Warning in Route description. |
| 3.2 | | SE236034 to SE235035 | | Approx. 100mtrs of walking along a busy A road. | 2 | | Entrants must use pavement and warning on route description to be added. |
| 3.2 | | SE235035 | | Residential lane walk minor road. | 4 | | Low Hazard - Generic warning in Route description. |
| 3.5 | | SE233035 | | Track very slippy if wet | 2 | | Low hazard if wet |
| 3.8 | | SE227056 | | Crossing busy 40mph A629, good visibility. Walkers fresh. | 8 | | Signage to be placed out for motorists. Warning in Route description. |
| 3.10 | | SE226068 | | Leaning fence onto path, narrow with barbed wire wrong side of fence | 8 | | **Risk** **Eliminated**, Fence mended 23/02/22 |
| 3.11 | | SE226071 | | Cross minor B Road in Upper Denby, Walkers Fresh | 5 | | Generic warning in Route description. |
| 3.11 | | SE226072 | | Route takes entrants to the side of the Upper Denby CC cricket pitch | 3 | | **Hazard Eliminated**, now walkers be at Upper Denby CC on a Friday not Saturday. No Game. |
| 3.16 | | SE214082 | | Wet steps descending. | 2 | | Low Hazard - Generic warning in Route description. |
| 3.18 | | SE199080 | | Crossing A629 in Birds Edge. Busy 40mph road. Good visibility, walkers fresh. | 8 | | Signage to be placed out for motorists. Warning in Route description. |
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| **Leg 4: Birds Edge to Holmbridge** | | | | | | | |
| Para No | Grid Ref | | Hazard | | Risk Level | Control Measures | |
| 4.1 | SE190084 | | Short minor road walk to Five lane ends at Piper Well | | 4 | Low Hazard- Generic warning in Route description. | |
| 4.2 | SE172082 | | Fallen tree across path | | 6 | **Risk Eliminated,** Contacted Kirklees council. Tree removed Feb 22 | |
| 4.3 | SE170085 | | Crossing A635 in New Mill. Busy approaching 30mph zone road. Good visibility. | | 8 | Signage to be placed out for motorists. Warning in Route description. | |
| 4.3 | SE163087 | | Crossing A635 in New Mill. Busy 30mph road. Good visibility. | | 8 | Signage to be placed out for motorists. Warning in Route description. | |
| 4.4 | SE162086 | | Crossing A616 IN New Mill, Busy 30mph road | | 8 | Signage to be placed out for motorists. Warning in Route description. | |
| 4.4 | SE160086 | | Cross minor B Road in Wooldale | | 5 | Generic warning in Route description. | |
| 4.6 | SE153088 | | Cross minor B Road | | 4 | Generic warning in Route description. | |
| 4.7 | SE147081 | | Cross minor B Road | | 4 | Generic warning in Route description. | |
| 4.9 | SE146077 | | Cross minor B Road | | 4 | Generic warning in Route description. | |
| 4.9 | SE146077 | | Cobbles slippery if wet | | 2 | Low Hazard - Generic warning in Route description. | |
| 4.10 | SE145076 | | Crossing B6106, residential, good visibility | | 5 | Generic warning in Route description. | |
| 4.10 | SE145076 | | Steep steps may be slippery | | 2 | Low Hazard - Generic warning in Route description. | |
| 4.11 | SE143075 | | Cross minor B Road | | 4 | Generic warning in Route description. | |
| 4.12 | SE134069 to SE131067 | | 500mtrs along minor road with no pavement | | 4 | Low Hazard- Generic warning in Route description. | |
| 4.15 | SE126067 to SE124066 | | 300mtrs along minor road with no pavement | | 4 | Generic warning in Route description. | |
| 4.16 | SE124067 | | Cross minor B Road | | 4 | Generic warning in Route description. | |
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| **Leg 5: Holmbridge to Crowden via Holme** | | | | | |
| Para No | Grid Ref | Hazard | Risk Level | Control Measures | |
| 5.1 | SE120067 to SE114056 | From Checkpoint to second Dam of Brownhill Reservoir on minor roads with no pavement. | 4 | Generic warning in Route description. | |
| 5.3 | SE110059 | Spike in ground (trip hazard) | 3 | Has been removed | |
| 5.4 | SE108059 | Crossing A6024 major road in Holme. 30mph | 8 | Signage to be placed out for motorists. Warning in Route description. | |
| 5.8 | SE071043 | Numerous stream crossings from summit of Black Hill. Possibility of flooding after heavy rain. | 1 | Weather to be watched prior to event, someone to take a look prior to event. Possible re-route available. | |
| 5.8 | SE057015 | Descending Laddow Rocks, Can be slippery, Trip Hazard. | 8 | We are making a 9am start for slower folk who may be in the dark over here. Warning in Route description, highlighted in pre walk briefing. | |
| 5.9 | SK066097 | Small WMP can be easily missed if thinking staying on PW. Walkers lost. | 3 | To be flagged towards CP. | |
| **Leg 6: Crowden to Dinting Vale** | | | | | |
| 6.1 | SK062986 | Crossing A628 Woodhead Road. Very Busy fast road. Will be night for most. National Speed limit. | 10 | Walkers must cross at PW place, Highway Agency markers already there, signage to be placed out and Walkers will have the beneficially as it will be dark (less traffic and headlights to see). | |
| 6.3 | SK053928 | Stones under Bridge will be slippery. | 2 | Low Hazard - Generic warning in Route description. | |
| 6.6 | SK022959 | Cross Minor Road | 4 | Generic warning in Route description. | |
| 6.6 | SK023958 | Cross Minor Road | 4 | Generic warning in Route description. | |
| 6.8 | SK020952 | Slipper stones towards railway | 2 | Low Hazard - Generic warning in Route description. | |
| 6.9 | SK019951 | Residential lane walk minor road. 50mtrs | 4 | Low Hazard - Generic warning in Route description. | |
| 6.10 | SK019948 | Cross minor B Road. Good visibility. | 4 | Generic warning in Route description. | |
| 6.11 | SK018944 | Crossing A57 major road in Dinting. Good visibility. 30mph. | 8 | Signage to be placed out for motorists. Warning in Route description. | |
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| **Leg 7: Dinting Vale to Hayfield** | | | | | |
| Para No | Grid Ref | Hazard | Risk Level | Control Measures | |
| 7.1 | SK01993 | Cross residential road end, will be dark, very quiet. | 4 | Low Hazard- Generic warning in Route description | |
| 7.2 – 7.4 | SK022932 to SK023913 | Area of indistinct path ways. Will be dark, possibility of walkers going very wrong. | 3 | These three sections will be flagged and rest of Waymarks to be made visible. | |
| 7.5 | SK024913 | Crossing very minor road with hidden dip. | 6 | Warning in Route description | |
| 7.5 | SK023909 to SK021904 | 500mtrs of quiet minor road walking, no pavement. | 4 | Low Hazard - Generic warning in Route description. | |
| 7.9 | SK031875 to SK035872 | Residential road walking intermittent pavement, will be dark. | 4 | Low Hazard - Generic warning in Route description. | |
| **Leg 8: Hayfield to Mam Nick** | | | | | |
| 8.1 | SK035872 | Cross minor residential road as soon as leave CP, no pavement. | 4 | Generic warning in Route description. | |
| 8.2 | SK037887 | Walking through village past Village pub (George) no pavement. | 5 | Generic warning in Route description. | |
| 8.2 | SK039868 to SK045858 | Long quiet road section Approx. 2km. No Pavement. | 5 | Signage to be placed out for motorists. Warning in Route description. | |
| 8.8 | SK124833 | Cross minor road at Mam Nick will be dark. Less traffic. | 5 | Generic warning in Route description. | |
| **Leg 9: Mam Nick to Hope** | | | | | |
| 9.3 | SK145849 | Back Tor – Trip Hazard | 3 | Various areas to be highlighted in pre walk briefing. | |
| 9.5 | SK154850 | Finding correct path from Lose Hill summit | 2 | Style will be marked/flagged | |
| **Leg 10: Hope to Hathersage** | | | | | |
| 10.1 | SK167835 | Crossing A6187 in Hope, Good visibility. Late night or early morning, quieter than afternoon traffic | 8 | Signage to be placed out for motorists. Warning in Route description. | |
| 10.4 | SK183826 | Cross minor B Road | 4 | Generic warning in Route description. | |
| 10.5 | SK189823 | Steep narrow path, trip or fall hazard. Walkers becoming tired towards breakfast. | 2 | Various areas to be highlighted in pre walk briefing. | |
| 10.6 | SK190825 to SK203825 | Following minor road Approx.1km through Shatton, no pavement. Late night/Early morning | 4 | Generic warning in Route description. | |
| 10.8 | SK214815 | Steep drop towards river, no handrail. Trip and fall hazard | 2 | Various areas to be highlighted in pre walk briefing. | |
| 10.8 | SK217815 | River Derwent Stepping Stones | 16 | **Risk eliminated** **Not On route**. Too Hazardous. | |
| 10.8 | SK226808 | Signed path closed due to land slip | 4 | Well signed alternative path for 200yrds | |
| 10.10 | SK229811 to SK229814 | Following minor road Approx.1km into Hathersage, no pavement. Late night/Early morning | 4 | Generic warning in Route description. | |
|  | | | | | |
| **Leg 11: Hathersage to Moscar** | | | | |
| Para No | Grid Ref | Hazard | Risk Level | Control Measures |
| 11.1 | SK229815 | Cross road in Hathersage (station road) Bank Holiday traffic busy Peak village. | 5 | Generic warning in Route description. |
| 11.1 | SK232815 | Cross Hathersage Main Street, A6187, Busy road, Busy Peak Village. Bank Holiday traffic | 5 | Reduced risk by altering RD to use Pelican crossing. |
| 11.4 | SK232831 to SK233831 | 100mtrs quiet road walk. No Pavement | 4 | Low Hazard - Generic warning in Route description. |
| 11.6 | SK238836 | Cross minor road at North Lees car park | 4 | Low Hazard - Generic warning in Route description. |
| 11.7 | SK238838 | Bridleway coming off Stanage Edge is a paradise for mountain bikers descending. | 4 | Generic warning in Route description. |
| 11.7 | SK238838 to SK230879 | Stanage Edge – Trip Hazard | 3 | Various areas to be highlighted in pre walk briefing. |
| 11.12 | SK230879 | Crossing A57, major 50mph road towards Moscar. Good visibility. | 8 | Signage to be placed out for motorists. Warning in Route description. |

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| **Leg 12 Moscar to Worrall** | | | | |
| Para No | Grid Ref | Hazard | Risk Level | Control Measures |
| 12.2 | SK231891 to SK233893 | 150mtrs minor road walk (Sugworth Road) | 4 | Generic warning in Route description. |
| 12.3 | SK232894 | Low hanging trees at head height | 6 | Generic warning in Route description. |
| 12.5 | SK232902 to SK236905 | Eroded Path towards Dale Dike Reservoir. Trip hazard | 3 | Low Hazard - Generic warning in Route description. |
| 12.6 | SK244912 to SK255917 | 1km Minor road walk (Blindside Lane) No pavement but wondrous wild flowers and Hazelnut trees. | 4 | Generic warning in Route description. |
| 12.8 | SK262916 | Cross Minor road into Low Bradfield | 4 | Generic warning in Route description. |
| 12.8 | SK262918 | Cross bridge junction in Low Bradfield | 4 | Generic warning in Route description. |
| 12.8 | SK261919 | Pass entrance to Car Park, Low Bradfield. | 4 | Low Hazard - Generic warning in Route description. |
| 12.9 | SK262921 | Short river walk, uneven ground. Trip into river hazard. | 3 | Low Hazard - Generic warning in Route description. |
| 12.10 | SK263922 | Cross minor road (Smallfield lane). | 4 | Generic warning in Route description. |
| 12.11 | SK268924 | Cross Road in High Bradfield | 4 | Generic warning in Route description. |
| 12.11 | SK270922 to SK272921 | 500mtrs Road walk out of High Bradfield. Pavement runs out, RD to point out to move in single line. | 5 | Generic warning in Route description. |
| 12.13 | SK284916 to SK288915 | Short section of rural lane walking through Farming hamlet of Holdworth. Farm Traffic | 4 | Generic warning in Route description. |
| 12.16 | SK299915 | 100mtrs of rural lane walk behind Low Ash Farm | 4 | Generic warning in Route description. |
| 12.17 | SK303919 | Cross Kirk Edge road in Worrall, Good visibility. | 4 | Generic warning in Route description. |
| 12.17 | SK304920 | Cross residential road in Worrall (Briar Fields Lane). | 4 | Low Hazard - Generic warning in Route description. |
| 12.17 | SK306921 | Very Short road walk into Checkpoint. | 4 | Low Hazard - Generic warning in Route description. |
|  | | | | |

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| --- | --- | --- | --- | --- |
| **Leg 13: Worrall to Wortley** | | | | |
| Para No | Grid Ref | Hazard | Risk Level | Control Measures |
| 13.2 | SK307920 | Cross road in Worrall town center. | 4 | Must use Zebra Crossing, RD to point out. |
| 13.3 | SK311920 to SK314919 | 300mtrs minor road walk, no pavement. | 4 | Generic warning in Route description. |
| 13.3 | SK316920 | Cross V Busy A6102 50mph, steps take straight onto road, small pavement are at bottom of steps. | 10 | Signage to be placed out for motorists. Warning in Route description. Signage at top of steps for entrants. |
| 13.7 | SK319930 | Broken metal gate | 8 | Attempt to fix by main event |
| 13.7 | SK313924 | 50mtrs Road Walk along Cote de Oughtibridge, No pavement. | 5 | Signage to be placed out for motorists. Warning in Route description. |
| 13.8 | SK313924 | Cross Oughtibridge Lane, traffic to back of walkers. | 6 | Signage to be placed out for motorists. Warning in Route description. |
| 13.13 | SK305966 to SK294976 | Wharncliffe Crags. Trip Hazard. | 3 | Various areas to be highlighted in pre walk briefing. |
| 13.18 | SK305990 | Cross minor road (Finkle Street). | 5 | Generic warning in Route description. |
| **Leg 14: Wortley to Pilley** | | | | |
| 14.2 | SK307993 | Cross 30mph A629. Blind bends little pavement. | 8 | Signage to be placed out for motorists. Warning in Route description. Signage for entrants |
| 14.4 | SE334004 | Cross residential street in Pilley to Checkpoint. | 4 | Low Hazard - Generic warning in Route description. |
| **Leg 15: Pilley to Wentworth** | | | | |
| 15.1 | SE334004 | Cross residential street opposite CP, may be night for some. | 4 | Low Hazard - Generic warning in Route description. |
| 15.1 | SE335005 | Cross residential road in Pilley, may be night for some. | 4 | Low Hazard - Generic warning in Route description. |
| 15.2 | SE344002 | Short rural road walk, with no pavement for 100mts, may be night for some. | 5 | Hazard - Warning in Route description to walk single file. |
| 15.2 | SE344002 | Cross residential road in Tankersley, may be night for some. | 4 | Low Hazard - Generic warning in Route description. |
| 15.3 | SK345999 | Cross V Busy A61 Dual Carriageway 50mph and slowing for roundabout. May be night for some. Headlights may assist. | 16 | **Risk Eliminated** – Too Hazardous, re-routed |
| 15.5 | SK365983 | Cross A6135, Good visibility. 50mph. | 8 | Generic warning in Route description. |
|  | SK386982 | Cross Wentworth Main Street. B6090, 30mph, busy rural town | 6 | Generic warning in Route description. |

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| --- | --- | --- | --- | --- |
| **Leg 16: Wentworth to Elsecar** | | | | |
| Para No | Grid Ref | Hazard | Risk Level | Control Measures |
| 16.1 | SK389979 | Cross B6090. 40mph. Good visibility | 5 | Generic warning in Route description |
| 16.3 | SK421966 | Cross B6090. 30mph with blind bends either side of crossing | 8 | **Eliminated risk**, re-routed. |
| 16.5 | SK418970 | Cross Cortworth Ln in Nether Haugh | 5 | Generic warning in Route description |
| 16.7 | SK410981 | Cross B6090 at hamlet of Hoober. | 5 | Generic warning in Route description |
| 16.8 | SK397987 | Cross Rural Coley Lane, big road plenty space, good visibility. | 4 | Generic warning in Route description |
| 16.9 | SK386999 | Cross Heritage Railway track at Elsecar. Bank Holiday | 2 | Low Hazard- Generic warning in Route description |
| 16.9 | SK385999 | Cross B6097 in Elsecar. | 4 | Low Hazard- Generic warning in Route description |
| **Leg 17: Elsecar to Netherwood Academy** | | | | |
| 17.1 | SK385999 | Cross B6097 in Elsecar | 4 | Low Hazard- Generic warning in Route description |
| 17.1 | SE389005 | Cross Road at Gobar Bridge | 4 | Low Hazard- Generic warning in Route description |
| 17.1 | SE395011 | Cross road at Elephant and Castle | 4 | Low Hazard- Generic warning in Route description |
| 17.2 | SE404015 | Cross Dearne Valley Parkway. Less than 4 miles from end, tired walkers, busy shoppers from Cortonwood | 16 | **Eliminated risk**, re-routed. |
| 17.3 | SE410022 | Cross Wath Road. RD to point out must bear left and use Pelican crossing. | 4 | Low Hazard- Generic warning in Route description |
| 17.4 | SE411023 | Cross into industrial estate. Bank Holiday Monday or night. Should be quieter. | 4 | Low Hazard- Generic warning in Route description |
| 17.5 | SE399034 | Cross rural lane | 4 | Low Hazard- Generic warning in Route description |

# **Appendix 3: Checkpoint Risk Assessments**

**CP1 – Gilroyd Lane - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking not availability at CP. Use additional marshal for traffic duties. |  |
| Manual Handling  Kitchen | Marshals  All | 2 | 2 | **4** | Back injury due to heavy/awkward weight | Use 2 Marshals to move heavy items. |  |
| Hazardous substances  Food Hygiene | Marshals  All | 2 | 2 | 4 | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advice of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP2 – Penistone - Risk Assessment**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 5 | 2 | **10** | Vehicle movements. | Ensure access for emergency vehicle kept clear at all times. Cordon off route between walkers and car park with cones |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Extinguishers in Hall |  |
| Trips, slips & falls | All | 2 | 2 | **4** | Stairs to toilets. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP3 – Birds Edge - Risk Assessment**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking not available at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP4 – Holmbridge - Risk Assessment (Main Event)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Extinguishers in hall |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP4 – Holmbridge - Risk Assessment (Marshals Event)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP5 – Crowden - Risk Assessment (Main Event)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Manual Handling | Marshals | 2 | 1 | **2** | Back injury due to heavy/awkward weight | Use lift/trolley to move hot soup to dining area. |  |
| Kitchen | All | 3 | 3 | **9** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box  Ensure closable lids on soup containers |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advice of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP5 – Crowden - Risk Assessment (Marshals Event)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Manual Handling | Marshals | 2 | 1 | **2** | Back injury due to heavy/awkward weight | Use lift/trolley to move hot soup to dining area. |  |
| Kitchen | All | 3 | 3 | **9** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box  Ensure closable lids on soup containers |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP6 – Dinting Vale - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure car park access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguisher | At doors |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | All flat; no need for signs. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP7 – Hayfield - Risk Assessment**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | No cars on lane; Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Extinguishers in kitchen |  |
| 1 | 1 | **1** | No smoke detectors/alarms | Smoke alarms |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | No loose coverings |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP8 – Mam Nick - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| Manual Handling | Marshals | 2 | 2 | **4** | Back injury due to heavy/awkward weight | Use 2 Marshals to move heavy items or use mechanical devices if available. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Electricity & Gas | Marshals | 3 | 3 | **9** | Defective cabling, leaks. None seen | Gas burners placed on flat stable surface. Gas container outside gazebo |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP9 – Hope - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. Large car park. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. Large car park |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Fire blanket in kitchen; fire extinguishers near front door |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. Permanent ramps | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP10 – Hathersage - Risk Assessment (Main Event)**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Blankets in kitchen; fire exit doors; fire extinguishers inside front door |  |
| 1 | 1 | **1** | No smoke detectors/alarms | Smoke detectors in main rooms |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. Flat | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP10 – Hathersage - Risk Assessment (Marshals Event)**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | 2 inside entrance |  |
| 1 | 1 | **1** | No smoke detectors/alarms | Smoke detectors in hall |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP11 – Moscar - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| Manual Handling  Kitchen | Marshals  All | 2 | 2 | **4** | Back injury due to heavy/awkward weight | Use 2 Marshals to move heavy items or use mechanical devices if available. |  |
| 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. Put tarpaulin onto grass |  |
| Hazardous substances  Food Hygiene | Marshals  All |
| 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas  Working at height | Marshals  Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Lighting  Heating & ventilation | All  All | 2 | 2 | **4** | Unlit areas or defective bulbs. Gas lanterns | Check which areas are lit, including increased risk areas as toilets, porch steps. Locate spare bulbs if any, supply temporary lighting if required. Suitable warning re handling equipment |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP12 – Worrall - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 1 | **2** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 1 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Fire extinguishers throughout; file blanket in kitchen |  |
| Trips, slips & falls | All | 2 | 1 | **2** | Uneven floors & stairs. Single entrance in/out | Hazard warning signs as required. Steps and ramp available. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 1 | 1 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 1 | 1 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 1 | 1 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | N/A | N/A | **N/A** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken"  All tables and chairs in good condition |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP13 – Wortley - Risk Assessment**

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| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 1 | 1 | **1** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 1 | 1 | **1** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP14 – Pilley - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 1 | 1 | **1** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 1 | 1 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Ample fire extinguishers, fire doors and fire blankets |  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 1 | 1 | **1** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | N/A | N/A | **N/A** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP15 – Wentworth - Risk Assessment**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| Trips, slips & falls | All | 2 | 1 | **2** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 2 | 1 | **2** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 2 | 1 | **2** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 1 | 1 | **1** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 1 | **4** | Improper storage and preparation of foodstuff. Fridge poor | Avoid risky foodstuffs and tailor food plan to CP facilities. Clean fridge |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 2 | 1 | **2** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 2 | 2 | **4** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |
| Entrance | All | 2 | 2 | **4** | Entrance and Exit through same door; walking across field | Ensure one way system instigated; outside well-lit at night |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)

**CP16 – Elsecar - Risk Assessment**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Hazard/Risk** | **Who** | **Outcome (1-5)** | **Likelihood (1-5)** | **Level** | **What** | **Managing Risk** |  |
| Vehicle access to CP | All | 2 | 2 | **4** | Vehicle movements especially at night. | Ensure access for emergency vehicle kept clear at all times. |  |
| 2 | 2 | **4** | Congestion from supporters’ vehicles. | Supporters’ information to indicate parking availability or not at CP. Use additional marshal for traffic duties. |  |
| Fire | All | 1 | 1 | **1** | Locked or blocked fire doors | Keep fire exits clear and adhere to any fire notices at CP |  |
| 1 | 1 | **1** | Fire alarm/extinguishers | Extinguishers in hallway; one in main hall; one in kitchen. Fire blanket in kitchen |  |
|  |
| Trips, slips & falls | All | 1 | 1 | **1** | Uneven floors & stairs. | Hazard warning signs as required. |  |
| 1 | 1 | **1** | Power cables to equipment. | Cables to be routed out of the way. |  |
| 1 | 1 | **1** | Loose floor covering. | Protective floor covering to be taped down. |  |
| Kitchen | All | 3 | 2 | **6** | Scalds, burns and cuts from kitchen equipment. | Kitchen restricted to essential competent staff only. CP personnel to supply First Aid box |  |
| 2 | 2 | **4** | Slipping on wet/greasy floor. | Ensure all spills cleaned up promptly. |  |
| Food Hygiene | All | 2 | 2 | **4** | Improper storage and preparation of foodstuff. | Avoid risky foodstuffs and tailor food plan to CP facilities. |  |
| 1 | 1 | **1** | Poor personal hygiene. | Catering staff only in kitchen and advise of care handling foodstuff, e.g. frequent hand washing at the appropriate location. Augment with a supply hand gel. |  |
| Toilets | All | 1 | 1 | **1** | Illness due to poor hygiene and hand washing arrangements. | Adequate toilet rolls and paper towels to be supplied; avoid use of communal hand towels.  Regular checks of toilet facilities and cleaned if required during CP hours. |  |
| Electricity & Gas | Marshals | 1 | 1 | **1** | Defective cabling, leaks. None seen | Electric appliances visibly checked for damage prior to first use. Appliances brought into CP to be PAT tested; Location of Fuse box, Water/Gas stopcocks in event of emergency noted. |  |
| Injury from furniture | All | 1 | 1 | **1** | Broken chairs & worn furniture. Chairs good; table not seen | Damaged items to be put aside by CP marshals and labelled "Broken" |  |
| Heating & ventilation | All | 1 | 1 | **1** | Risk of faints from walkers due to excessive CP heating. | Check heating controls, open windows (refer to CP security). Assess CP temperature by Marshals egress and ingress of CP. |  |
| Security | All | 1 | 1 | **1** | Incursion by locals/supporters/strangers. | Ensure all doors/windows are secured when not in use. Marshal CP entrance at all times. Ingress and egress by different routes. Refer to CP instructions for supporters if CP crowded. |  |

Risk Level = Consequence \* Likelihood N/A: Not Applicable; 1-7: **Low** (Action discretionary); 8- 15: **Medium** (Action desirable); 16-25: **High** (Action required to eliminate or reduce risk)