



ST.EVAL KART CIRCUIT  
MARATHON, ½ MARATHON & 10k  
**RISK ASSESSMENT**

**ASSESSMENT CARRIED OUT**

**BY: DAVID ANDREWARTHA (GOVERNING EVENT DIRECTOR, BYS VYKEN EVENTS & CORNISH TRAILS)**

**WHEN: 16<sup>th</sup> February 2022**

**EVENT DATE: 15th May 2022**

**PARKING**

PARKING FOR THE RUNNERS WILL BE IN THE MAIN AND ONLY CAR PARK OF ST EVAL KART CIRCUIT TOURIST ATTRACTION WHICH IS VISIBLE FROM THE RACE COURSE/ROUTE ITSELF AT ALL TIMES. ALL THOSE WHO PARK THERE WILL BE RESPONSIBLE FOR THEIR OWN CARS AND BELONGINGS AND LEAVE THEM THERE AT THEIR OWN RISK. **(MEDIUM RISK)**

THERE WILL BE PARKING STEWARDS TO GUIDE THE RUNNERS SAFELY IN SPACES WITHOUT CAUSING CONGESTION, OVER- PARKING AND ULTIMATELY LEADING TO ACCIDENTS THAT MAY POTENTIALLY DAMAGE CARS AND DRIVERS/PASSENGERS. THIS WILL BE THE ONLY ADVISED PLACE FOR ALL RUNNERS. IT'S THE BIGGEST SPACE TO PARK AND THERE WILL BE ZERO PARKING ON THE MAIN ROAD OR NEAR TO OR IN ANY FARM LAND NEARBY OR WITHIN THE VILLAGE OF ST EVAL ITSELF.

**REGISTRATION AND ENQUIRIES**

REGISTRATION WILL TAKE PLACE AT RECEPTION/CAFÉ AREA OF ST EVAL KART CIRCUIT. OFFICIAL DOCUMENTS INCLUDING MAPS, INSURANCES AND LICENCES WILL BE ON DISPLAY FOR EVERYONE TO SEE INCLUDING THE RACE RISK ASSESSMENT, MAPS, ASSOCIATION OF RUNNING CLUBS PERMIT AND CORRESPONDING INSURANCE, ORDINANCE SURVEY LICENCE (FOR SAID MAPS), EXAMPLES OF SIGNAGE, NOTES FROM DEVON & CORNWALL POLICE AND ANYTHING ELSE THAT THE GOVERNING EVENT DIRECTOR FEELS RELEVANT TO THE EVENT. WE WILL BE AVAILABLE FOR ANSWERING ENQUIRIES FROM THE GENERAL PUBLIC AND AUTHORITIES AT THE LOCATION OF THE EVENT AND OUT ON THE COURSE FOR THE DURATION OF THE EVENT. ALL RUNNERS' INFORMATION WILL BE KEPT IN COORDINANCE WITH THE DATA PROTECTION ACT OF 2018 AND NEW GDPR REGULATIONS WHICH WE ARE NOW FALLING INTO LINE WITH AND DOING OUR BEST TO COMPLY WITH. **(DATA PROTECTION IS LOW RISK).**

NO COVERED ACCOMMODATION AT REGISTRATION EXCEPT FOR GAZEBOS OUT ON COURSE FOR FOOD. PLENTY OF SPACE IN AND AROUND REGISTRATION AREA FOR COMPETITORS AND STAFF TO NOT GET CRUSHED AND INJURED. GAZEBOS/MARQUEES WILL BE SURE/FIXED/WEIGHTED DOWN **(MEDIUM RISK).**

THERE WILL BE MINIMAL SPECTATORS AT THE EVENT DUE TO COURSE CONGESTION AND COVID. SPECTATORS WILL HAVE A DESIGNATED AREA THAT THEY WILL BE ADVISED TO BE AT DURING THE EVENT.

### **TOILETS**

THERE ARE TOILET FACILITIES AND CHANGING ROOMS AT ST EVA KART TRACK AND THREE HIRED PORTABLE TOILETS PROVIDED BY BYS VYKEN EVENTS/EURO TOOL HIRE, WHO'S PUBLIC AND EMPLOYER LIABILITY INSURANCE WILL COVER ANY OUTSIDE RISKS OUT OF OUR OWN CONTROL AND NOT THE FAULT OF US, HOWEVER, THE ON-SITE TOILETS AND CHANGING FACILITIES WILL BE IN USE AND ARE COVERED BY THE PUBLIC LIABILITY INSURANCE (PLI) OF ST EVAL KART CIRCUIT ITSELF.

TOILETS COULD GET IN A STATE OF UNHYGEINIC MANNER WHICH WE WILL CLEAN **(MEDIUM RISK)**.

### **REFRESHMENTS**

THERE WILL BE FOOD AND WATER PROVIDED AT TWO SEPARATE AID STATIONS LESS THAN A HALF A KILOMETRE APART FROM EACH OTHER ON THE SHORT 0.61KM LAP (AVERAGE) CIRCUIT, PROVIDED BY THOSE WHO HAVE SUFFICIENT HEALTH AND HYGEINE CERTIFICATES. WATER WILL BE PROVIDED IN RUNNER'S OWN REUSABLE CUPS, SUPPLIED BY OURSELVES AND THE RUNNERS, AS WE HAVE SOME AVAILABLE TO PICK UP AT REGISTRATION.

ALL HOT FOOD AND DRINK WILL BE SERVED IN ACCORDANCE TO THE HEALTH, HYGEINE AND FOOD SAFETY LAWS AND BY THOSE ONLY TRAINED AND QUAIFIED. **(MEDIUM RISK)**

### **HANDLING OF CASH**

THERE WILL BE SOME MINOR HANDLING OF CASH FROM COMMERCIAL SALES ONLY. THIS MONEY WILL BE PADLOCKED AND KEPT OUT OF THE REACH OF ANY SINGLE PARTICIPANT OR STAFF MEMBER OTHER THAN THOSE TRUSTED WITH SUCH A TASK BY THE GOVERNING EVENT DIRECTOR.

TO MINIMISE THE POTENTIAL FOR CONTACT IN A WORLD WHERE VIRUSES EXIST AND THE POTENTIAL OF THEFT, WE ARE NOW ABLE TO TAKE CONTACTLESS CARD PAYMENTS USING 2 X 'IZETTEL' READERS FROM PAYPAL FOR OUR MERCHANDISE. **(LOW RISK)**

### **THE COURSE/ROUTE**

POLICE AND LOCAL AUTHORITIES NOTIFIED PRIOR TO THE EVENT TAKING PLACE THROUGH CORNWALL COUNCIL EVENT NOTIFICATION.

THE COURSE/ROUTE IS 0.61KM LAPS (AVERAGE) OF A GO KART CIRCUIT AND WILL BE TRAFFIC FREE. 45 LAPS FOR THE MARATHON 22.5 FOR THE HALF MARATHON AND 11 FOR THE 10K RACES.

### **LITTER**

THIS WILL BE MANAGED BY LAST RUNNER AND SWEEPER MARSHALS. ALSO EVERY SINGLE MARSHAL WILL HAVE BIN BAGS TO PICK UP WASTE. THE EVENT DIRECTOR WILL DO ONE FINAL SWEEP OF THE COURSE AFTER THE EVENT HAS FINISHED. ANY RUNNER CAUGHT LITTTTERING WILL BE DISQUALIFIED. OUR ENVIRONMENTAL IMPACT WILL BE CONSIDERABLY LOWER FROM HERE ON IN AS WE ARE USING PLANT BASED PRODUCTS INSTEAD OF PLASTIC. THESE ARE COMPOSTABLE AND SUSTAINABLE. WE WILL ALSO BE SELLING REUSABLE AND COLLAPSIBLE CUPS THAT EVERYONE CAN

AFFORD PRE AND POST EVENT TO ENCOURAGE OUR PRACTICE (SUBJECT TO AVAILABILITY). THESE ITEMS ALSO DEEMED FIT FOR PURPOSE BY THE COMPANIES IN WHICH WE PURCHASE. AGAIN, ALL RELEVANT DOCUMENTATIONS OF PURCHASE CAN BE OBTAINED UPON GENUINE REQUEST. WE ARE A SUFERS AGAINST SEWAGE PLASTIC FREE CHAMPION AND THE ONLY RUNNING EVENT BUSINESS IN THE COUNTRY TO BE AWARDED SO. **(LITTER IS LOW RISK WITH NO ENVIRONMENTAL IMPACT FOR THIS EVENT)**

### **FIRST AID**

OUR COVER AND SUPPORT WILL BE PROVIDED BY OMEGA MEDICAL SUPPORT COVER. THEY WILL BE GIVEN ALL CREW NOTES, MAPS, PRE EVENT INFORMATION, TERMS AND CONDITIONS, RISK ASSESSMENTS AND A TOTAL NUMBER OF ENTRANTS. THEY WILL ALSO HAVE A COPY OF THE SAFETY BRIEFING AND ANY OTHER DOCUMENTS WE DEEM RELEVANT. THESE ARE GIVEN IN ELECTRONIC FORMS PRIOR TO THE EVENT AND PHYSICAL FORMS AT THE EVENT SO WE ARE ALL METAPHORICALLY ON THE SAME PAGE AND WAVE LENGTH.

OUR SENIOR MARSHAL AND 2<sup>ND</sup> RACE DIRECTOR WILL BE IN CHARGE AND WILL BE RESPONSIBLE FOR OUR ACCIDENT BOOK AS SHE IS QUALIFIED TO DO SO.

THE GOVERNING EVENT DIRECTOR HAS A SPORTS FIRST AID (LEVEL 2) QUALIFICATION AND CAN ALSO STAND IN IF A SITUATION REQUIRES HIIM TOO.

### **MARSHALS**

THERE WILL BE MARSHALS INSTRUCTING PARTICIPANTS WHERE TO GO ON THE COURSE ALONGSIDE AFOREMENTIONED SIGNAGE.

THEY WILL ALSO BE PROVIDED WITH REFRESHMENTS. SOME MARSHALS (THOSE ENTRUSTED WITH COURSE MARKING ROLES) WILL BE INSTRUCTED ON CORRECTLY PLACING SIGNS AND TAPE TO MAXIMISE ULTIMATE SAFETY OF ALL INVOLVED.

ANYTHING THAT REQUIRES LIFTING WILL HAVE A LABEL DETERMINING THE CORRECT WEIGHT (IN KILOGRAM/KG), AND MANUAL HANDLING GUIDANCE IS ADVISED. ANYTHING OVER 10KG WILL NEED TWO PEOPLE TO LIFT. OTHER THAN ADVICE AND GUIDANCE, WE HAVE NO CONTROL OVER THE INDIVIDUAL ACTIONS OF THE MARSHALS, BUT ARE ULTIMATELY RESPONSIBLE.

ALL MARSHALS WILL ALSO BE PROVIDED WITH FULL PPE (PERSONAL PROTECTIVE EQUIPMENT). PLEASE SEE OUR COVID-19 MEASURES DOCUMENT FOR FULL DETAILS ON THIS. THEY ARE ADVISED TO WEAR THE PPE BUT IT IS NOT MANDATORY. **(COVID – 19 IS ALWAYS HIGH RISK)**

MARSHALS OF AN ADULT (18+) AGE WILL BE PPROVIDED AT ANY CRITICAL POINTS ON THE COURSE, PARTICULARLY SIGNIFICANT ROAD INTERSECTIONS, IF ANY. THEIR DUTIES WILL INCLUDE SOME OR ALL OF THE FOLLOWING:

- PLACING (AND RECOVERING) WARNING AND DIRECTIONAL SIGNS
- PREVENTING COMPETITORS FOLLOWING THE WRONG ROUTE
- ACTING AS AN ADDITIONAL MEANS OF WARNING DRIVERS (IF NECESSARY, BUT NOT STOPPING THE DRIVERS)

- LIAISING WITH AND ASSISTING POLICE OFFICERS IN CONTROLLING THE TRAFFIC PACE
- CONTROLLING SPECTATORS AND OTHER PEDESTRIANS
- DIRECTING COMPETITORS AT, OR CLOSE TO THE FINISH
- SUMMONNING FIRST AID ASSISTANCE
- CONVERSING WITH EACH OTHER THROUGH IN PERSON, PHONE OR ALLOCATED RADIO FOR EMERGENCY/SAFETY PURPOSES.

**MARSHALS ARE AT HIGH RISK DURING ANY OF THESE DUTIES IF THEY ARE NOT TRAINED ADEQUATELY BY THE EVENT DIRECTOR.**

MARSHALS MUST ARRIVE WELL IN ADVANCE OF THE EVENT AND BE FULLY BRIEFED ON THEIR DUTIES. THEY WILL HAVE TO ADHERE TO THE SAME COVID CHECKS AS THE PARTICIPANTS. EVEN THE EVENT DIRECTOR WILL ENDEAVOUR TO SHOW HIS COVID-PASS ON A NOTICE BOARD ON PERMANENT VIEW IN THE AID STATION. (FULL DETAILS CAN BE FOUND IN OUR COVID-19 MEASURES DOCUMENT). WRITTEN INSTRUCTIONS FOR MARSHALS WILL BE USEFUL. SOME MARSHALS WILL BE EQUIPPED WITH COMMUNATIVE TOOLS, PARTICULARLY THOSE IN REMOTE PARTS OF THE COURSE (IF ANY ARE REMOTE. IN THIS INSTANCE, NOT). THE COURSE/EVENT/RACE DIRECTORS WILL HAVE A LIST OF ALL CREW/STAFF NUMBERS LOGGED INTO THEIR PHONES IN CASE OF EMERGENCY AND A SEPARATE AND NON-PERSONAL NUMBER WILL BE AVAILABLE TO RUNNERS.

MARSHALS MUST REMAIN IN POSITION UNTIL THE LAST RUNNER HAS PASSED OR ANY CUT OFF TIME HAS BEEN REACHED, OR THEIR SHIFT COMES TO AN END AND THEY SWAP WITH SOMEONE ELSE. FOR LONGER EVENTS, MARSHALS WILL NEED TO BE PROVIDED WITH HOT DRINKS AND POSSIBLY FOOD, IF THEY ARE TO BE OUTDOORS FOR RATHER LONG PERIODS. IT WILL BE ADVISED THAT THEY DRESS FOR THE WEATHER.

SWEEP MARSHALS/BACK MARSHALS WILL BE RESPONSIBLE FOR NOT ONLY THE REMOVAL OF SIGNAGE BUT ALSO WITH KEEPING EVERYONE AT THE BACK TOGETHER AND MONITORING THE PARTICIPANTS (IF SWEEP MARSHALS ARE NEEDED. IN THIS INSTANCE, NOT AS THE EVENT DIRECTOR ASSUMES THE RESPONSIBILITY).

THEY WILL ALL COMMUNICATE VIA TELEPHONE OR RADIO, AND WILL ALL HAVE A LIST OF OTHER PEOPLE'S PHONE NUMBERS BECAUSE OF SAFETY REASONS. ALL MARSHALS GIVE PERMISSION FOR SUCH INFORMATION TO BE DISTRIBUTED (SEE INFORMATION ELSEWHERE IN THIS ASSESSMENT)

### **DYNAMIC RISK ASSESSMENT**

DESPITE CONSIDERABLE ATTENTION BEING GIVEN TO ADVANCE PLANNING, PROBLEMS CAN STILL ARISE AND HAVE TO BE ADDRESSED. ON OR CLOSE TO THE DAY OF THE EVENT CONSIDERATION MAY HAVE TO BE GIVEN TO THE EFFECT OF:

- SEVERE WEATHER CONDITIONS AND WHETHER THE EVENT WILL GO AHEAD. IF SO THEN MANDATORY KIT NEEDS TO BE FURTHER STRESSED TO THE RUNNERS AND ALSO VETTING THEIR EXPERIENCE COMES BACK INTO PLAY. **(MEDIUM RISK)**
- ROAD TRAFFIC PROBLEMS (AFFECTING ACCESS TO THE COURSE OR THE COURSE ITSELF) **(MEDIUM RISK)**
- OTHER UNFORESEEN CIRCUMSTANCES, SUCH AS DEATH OR ILLNESS OF ANY OF THE EVENT'S PARTICIPANTS, CREW OR EVENT DIRECTOR IN THE LEAD UP TO THE EVENT. **(LOW RISK)**

- THESE PROBLEMS COULD IMPACT PARTICULARLY ON:
- THE VENUE (RACE HQ) E.G THE APPROACH FOR ROAD TRAFFIC, PARKING ARRANGEMENTS, AVAILABILITY OF THE KEY FACILITIES E.G, TOILETS, CHANGING ACCOMODATION ETC.  
**(MEDIUM RISK)**
- THE COURSE E.G, THE SURFACE CONDITION (ICE, SNOW, FLOODING), GENERAL VISIBILITY (E.G, FOG, HEAVY SNOW), UNEXPECTED ROAD WORKS, ROAD TRAFFIC ACCIDENTS, TRAFFIC CONGESTION AND/OR DIVERSIONS, UNEXPECTED EVENTS TAKING PLACE AFFECTING THE ROUTE, FALLEN TREES. **(MEDIUM RISK)**
- THE ORGANISER WILL ALWAYS ENSURE THAT SOMEONE (E.G THE RACE REFEREE OR COURSE DIRECTOR) IS GIVEN THE RESPONSIBILITY FOR CHECKING THE COURSE SHORTLY BEFORE THE EVENT STARTS (AND PREFERABLY ALSO A FEW DAYS BEFORE). ALTERNATIVE ARRANGEMENTS OR APPROACHES MAY BE NEEDED TO CONTROL NEW RISKS WHICH HAVE ARISEN. THESE MIGHT INVOLVE:
  - PROVISION OF ADDITIONAL WARNING SIGNS
  - ADDITIONAL MARSHALS OR OTHER PERSONNEL
  - COURSE REDESIGN E.G, MISSING OUT PROBLEM SECTION (IF ANY)
  - PROGRAMME CHANGE, E.G, PUTTING BACK OR BRINGING FORWARD THE START TIMES DUE TO ANY GIVEN PROBLEM THAT SHOULD ARISE.
  - GIVING WARNINGS TO COMPETITORS

IF RISKS CANNOT BE CONTROLLED TO AN ACCEPTABLE DEGREE, THEN CONSIDERATION WILL BE GIVEN TO CANCELLING THE EVENT, BUT THIS SHOULD ALWAYS BE THE VERY LAST RESORT.

SOMEONE MUST ALSO BE IDENTIFIED AS BEING IN OVERALL CHARGE SHOULD A MAJOR INCIDENT OCCUR DURING THE EVENT.SUCH AN INCIDENT COULD RELATE TO THE EVENT ITSELF OR THE AREA IN WHICH THE EVENT IS BEING HELD. THIS PERSON WILL ALWAYS BE THE EVENT DIRECTOR.

**EXAMPLES INCLUDE:**

- A ROAD TRAFFIC ACCIDENT **(MEDIUM RISK)**
- A FLOODING DUE TO SUDDEN HEAVY RAIN **(MEDIUM RISK)**
- UNPREDICTABLE SNOW BLIZZARD (THIS ACTUALLY HAS HAPPENED ON AN EVENT DAY LEADING TO A POSTPONEMENT OF SAID EVENT TO A FUTURE DATE) **(LOW RISK)**
- A MAJOR MEDICAL EMERGENCY **(MEDIUM RISK)**
- A FIRE IN A PREMISES CLOSE TO THE COURSE **(MEDIUM RISK)**
- A PUBLIC DISORDER (E.G, ATTACKS ON COMPETITORS BY YOUTHS, ADULTS ,TERROISTS)  
**(LOW RISK)**

WHAT ACTION IS NECESSARY WILL DEPEND ON THE NATURE OF THE INCIDENT. FOR MOST EVENTS THE ORGANISER IS LIKELY TO TAKE CHARGE BUT OTHERS (E.G, THE REFEREE OR COURSE DIRECTOR/CLERK OF THE COURSE) WILL USUALLY NEED TO BE INVOLVED IN THE DECISION MAKING PROCESS.

**OTHER**

ALL PLUG SOCKETS/ELECTRICLES WILL HAVE BEEN PAT TESTED BY THE VENUE.

TRAINING TO BE ADHERED TO FOR SAFETY REASONS WILL BE:

- FIRST AID
- MANUAL HANDLING
- COSHH AWARENESS
- FOOD & HYGEINE
- FIRE AWARENESS
- HEALTH & SAFETY


**DBS**

DAVID ANDREWARTHA (GOVERNING EVENT DIRECTOR) HAS BEEN DBS CHECKED AND IT CAN BE MADE AVAILABLE ON GENUINE REQUEST FROM ANYONE CONCERNED OR LOCAL AUTHORITES. ALTERNATIVELY IT CAN BE VIEWED AT:

[WWW.BYSVYKENEVENTS.VPWEB.CO.UK](http://WWW.BYSVYKENEVENTS.VPWEB.CO.UK)

**SIGNED:** DAVID WILLIAM JAMES ANDREWARTHA

Of 18 HAYLE TERRACE, HAYLE, CORNWALL, UK, TR27 4BT

A handwritten signature in black ink, appearing to read 'D. Andrewartha', with a large, stylized loop at the end.

**FIRE ASSESSMENT & COVID – 19 ASSESSMENT CARRIED OUT ON SEPARATE DOCUMENTS**

**ADDITIONAL INFORMATION ON THE FOLLOWING PAGE.**

***ADDITIONAL INFORMATION OF RISK ASSESSMENT:***

**KITLIST**

OUR KITLIST THAT IS ADVISED TO RUNNERS INCLUDE:

WATERPROOF/TAPED SEAMS JACKET

FOIL BLANKET/BIVVY BAG

HYDRATION SYSTEM (500ML OR ABOVE)

FULLY CHARGED MOBILE PHONE

EMERGENCY MONEY (MIN £10 WHICH GIVES ENOUGH FOR PUBLIC TRANSPORT AT NEARBY  
TRANSPORT STOPS AND ROUTES)

ADEQUATE FOOTWEAR FOR THE TERRAIN (ROAD FOR ROAD/ TRAIL FOR TRAIL & CROSS TRAIL TYPE  
SHOES FOR MIXED AND MULTI TERRAIN EVENTS)

WHISTLE

FOOD

I.C.E CONTACT

(ALL OF THIS IS IN THE PRE EVENT INFORMATION AND ON OUR WEBSITE WHICH IS ACCESSIBLE TO  
EVERY ENTRANT)

THE START

THE START WILL BE OF ADEQUATE WIDTH FOR THE ANTICIPATED NUMBERS OF RUNNERS

THE STARTING STRAIGHT WILL BE SIGNIFICANTLY AND SUFFICIENTLY LONG ENOUGH FOR THE FIELD  
TO SPREAD OUT BEFORE ANY BOTTLENECKING OR TIGHT TURNS. AT LEAST 100 METRES IS ALWAYS  
NECESSARY AND ANY EARLY BENDS WILL BE GRADUAL.

WE WILL HAVE OUR TIMEKEEPERS, FEATHER FLAGS, START SIGNS, BANNERS AND TEMPORARY  
MARKER PAINT TO INDICATE WHERE THE START WILL BE INCLUDING SIGNS GUIDING THEM TO  
WHERE THEY SHOULD BE AND SHOULD BE GOING.

