



Age UK

**Leeds Abbey Dash
Sunday 24th October 2021**

**Risk Assessment
Issue Ref 3**

October 2021



JP Event Safety Ltd

A balanced approach

Document Management

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This document has been prepared by JP Event Safety Ltd, (hereafter referred to as JPES) and is specific to the event identified on the front cover.

While every precaution has been taken in the preparation of this document, JP Event Safety Ltd assumes no responsibility for errors or omissions resulting from the client's / organisers failure to disclose relevant information.

This document should be reviewed in conjunction with all other relevant event documentation

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1. Introduction

- 1.1. This document has been prepared by JP Event Safety Ltd on behalf of Age UK (the client) specifically in relation to the event and dates/venues contained in the event synopsis and should not be used for any other purpose.
- 1.2. The control measures identified herein and those identified in any supplier or contractor risk assessments in respect of the named event/activity must be taken forward to the Event Safety or Event Management Plan for the event/activity.
- 1.3. The significant risks or hazards identified must be highlighted in any Construction Phase Plan drafted in respect of the CDM Regulations for construction activity at the event.
- 1.4. The control measures in respect of the risks should be communicated to those who will work or otherwise come into contact with the hazards and risks identified herein.
- 1.5. Implementation of the control measures and management of the event/activity overall will reside with the client who should nominate a person responsible for the monitoring of safety at the event/activity.
- 1.6. The control measures identified herein have been specified on a proportionate assessment of the hazards specific to the named event/activity based on information available at the time of drafting. The client should take appropriate steps to review all or part of this assessment should significant changes in working practices arise, an incident occurs or there are substantive changes to the scale or nature of some or all of the event/activity details.
- 1.7. A dynamic Risk Assessment may be required to take place during the event in order to reactively respond.

2. Event Synopsis

2.1. The risk assessments contained within this document relate specifically to the event or activity detailed below.

Event Name	Leeds Abbey Dash for Age UK
Venue(s)	Live dates
Leeds City Centre and roads to Kirkstall Abbey	Sunday 24 th October 2021

2.2. Abbey Dash is a 10k Race along a closed road route through the streets of Leeds with usual capacity of 12,000 runners. This event is in its 36th year.

2.3. It is taking place Sunday 24th October 2021.

2.4. The 2021 event has been subject to major review to facilitate the impact of the COVID-19 pandemic and residual mitigations that may be in place in October 2021.

2.5. As a result of the review, the capacity of the 2021 event has been reduced to 6,000. It is expected that there will only be approximately 3,000 participants attend the event.

2.6. The race Start and Finish will remain on the Headrow, but participant flow pre and post-race has been altered to reflect highway layout changes on the Headrow. Due to the new layout, and the impact of the COVID-19 pandemic on Mass Gatherings, the smaller capacity is intended to reduce pressures on the start pens and to test the new processing layouts.

2.7. The race participants will be split into waves as per previous years, with the pen sizes mirroring 'normal' capacity in order to provide more space within the pens for runners to space. Waves are streamed by submitted race times.

2.8. There will be pace runners accompanying each start wave.

2.9. Participants will be pre-allocated to a timing pen and start time, which will be dictated by the colour on their race number. The capacities of each pen have been established in advance, but the allocation of participants will also take into consideration an element of some participants changing the pen they are allocated to.

- 2.10. The 2021 timing pens will be located on The Headrow, Calverley Street and Great George Street. Due to the significant alterations to Cookridge Street, this will not be used.
- 2.11. It is open to all level of participants with a number of elites taking part.
- 2.12. Race timings are:
- 09:00 Wheelchair race starts
 - 09:05 Junior start
 - 09:15 Main start pens filled
 - 09:30 First wave exits
 - 09:50 Final wave
 - 12:30 Roads outside of City Centre re-opened.
 - 14:00 City Centre roads clear of infrastructure and reopened
- 2.13. There is a junior dash for children between 8-14 which is capped at 100 entries. This takes place before the main wave. It is a 2k starting at the main race start in front of the Town Hall.
- 2.14. Baggage Facilities will be provided on Millennium Square
- 2.15. Participants are required to pre-register for the event.
- 2.16. Both races finish in front of the Law Courts on the Headrow/Westgate.
- 2.17. Athletes will turn onto Oxford Place, which remains a runner only area, to collect a medal, snack and 500ml water bottle, before being turned onto Great George Street. The area will only be opened to Friends and Family after the Calverley Street (CS) junction to avoid congestion in the Blue Light lane that is maintained on CS.
- 2.18. There will be no Warm-Up for the 2021 event in order to avoid larger gatherings of participants. However, welfare facilities including toilets, medical and information point will be located on Alexander Street, Victoria Gardens.

2.19. Road closures and traffic management will be undertaken by TMS and will be co-ordinated via the Event Control Room at Leeds Town Hall.

3. Construction Phase Plan

3.1. The build and de-rig of the event site incorporates elements which can be described as structures and/or involve construction activities and is deemed to fall under the auspices of the Construction (Design and Management) Regulations 2015.

Construction Phase Plan

3.2. The Construction Phase Health and Safety Plan (CPP) is issued pursuant to the Construction, Design and Management (CDM) Regulations 2015.

3.3. The requirements for Construction Phase Health and Safety Plan are captured within the following documents:

- Event Risk Assessment
- Event Schedules

3.4. For the delivery of the activation the following shall apply:

Client Details	Age UK as the legal entity and Event Organiser shall assume the duties and responsibilities as required under the CDM Regulations 2015	
Principal Designer Details Principal Contractor details	Age UK shall assume the duties and responsibilities as required under the CDM Regulations 2015 Nominated Person: Fiona Jerman	
Description of Work / Event	A full description of the event and associated activities is provided in the Event Safety Plan. Those activities captured under CDM include but are not limited to: <ul style="list-style-type: none"> • Supply, installation and disassembly of staging, marquees, signage, start/finish gantries and branding; • Supply, installation and disassembly of temporary fencing. 	
Key dates	Build Period	23/24 th October 2021
	Live Event	24 th October 2021
	De-rig / Breakdown Phase	24 th October 2021

How the work will be managed safely	Works will be managed in accordance with those systems, procedures and controls as identified within the Event Risk Assessment, contractor work specific risk assessments and the local site rules and overseen by a safety officer and Age UK manager.
Particular Risks	<p>There are no unusual particular risks to safety identified at the event by comparison with hazards normally encountered. However, specific attention shall be paid to all working at height, vehicle movements on adjacent highways, working on historic location fabric and movement of equipment in public areas.</p> <p>Risks pertaining to the spread of COVID-19 will be considered within the main Risk Assessment.</p>

- 3.5. Age UK has, by production of this Construction Phase Plan, accepted the duties of the Principal Contractor and Principal Designer and undertakes to communicate with all relevant stakeholders, designers, contractors and other parties in respect of the event as required by CDM 2015.

Site Inductions

- 3.6. Age UK will undertake a brief site induction at the start of the build period to ensure that all crew working are aware of the safe systems of work to be enforced around the working areas. All persons will sign a register accepting the Site Rules.

Health and Safety File

- 3.7. The event is a short term temporary installation and leaves behind no changes to the existing environment. The equipment installed at the event is managed and operated by competent operators experienced in the use of the equipment in question.
- 3.8. Any relevant lessons learnt from the activation will be captured by the Safety Officer and Age UK manager for future reference and promulgation within Age UK or suppliers as appropriate.

Notification

- 3.9. The duration of the construction activities at the site does not exceed 30 days/20 persons and the overall construction activities do not exceed 500 person days and the construction activity is not notifiable under Regulation 6 of CDM 2015.

Specific Dutyholders related to Temporary Demountable Structures

- 3.10. Specific responsibilities have been delegated to the contractors listed below in respect of the installation of the following temporary demountable structures:

- Signage and Branding - Evolve
- Marquees - Nationwide
- Gantries - Arena
- Fencing - Arena

4. Risk Assessment Procedure

- 4.1. The principles of Risk Assessment are set out in the Management of Health and Safety Regulations 1999. The overriding consideration will be to initiate a system of risk management that results in practical measures to protect people from real harm and suffering.
- 4.2. The assessment includes a consideration of control measures to reduce the final level of risk so far as is reasonably practicable (SFARP) as enshrined in Health and Safety law.
- 4.3. The assessment has been undertaken based on the proposed event or activity content based on consultation with the client and from experience of previous events of a similar nature.
- 4.4. Issues raised in liaison with stakeholders and agencies involved in the planning of the event have also been incorporated.
- 4.5. In undertaking the risk assessments, the following approach has been adopted:
 - To gather information about proposed activities to determine what hazards may be present and to whom;
 - “Hazard” – something that may cause harm;
 - To determine the potential severity of harm caused by encountering a hazard
 - To determine the likelihood that exposure to the hazard will occur and result in harm
 - Based on the determined likelihood and potential severity of harm to allocate a level of primary risk;
 - “Risk” - A risk is the likelihood that a hazard will actually cause its adverse effects, together with a measure of the severity of the effect;
 - Consider control measures appropriate to reduce the identified risks SFARP and reassess the controlled level of risk;
 - review any residual risk to ensure risk is controlled.
- 4.6. For clarification - The Primary Risk is the risk associated with any identified hazard assuming that exposure to that hazard remains completely uncontrolled. The Residual Risk is the level of risk remaining after the full implementation of the proposed control measures. Management must ensure that the proposed risk control measures are fully communicated and implemented to achieve these levels. Where a Residual Risk is still shown at an unacceptable level within the Risk Assessment then the adjacent column will show what additional measures need to be adopted to reach an acceptable level. The columns following the residual risk data indicate where additional controls are required or where special attention should be given.

- 4.7. Note that failure of control measures may cause the level of risk to rise back to the level identified without controls (the primary risk) and the management process should include a proportionate response to such failures.
- 4.8. The control measures identified have been drafted based on a hierarchy of control whereby risks should be reduced to the lowest reasonably practicable level by taking preventative measures, in order of priority:
- Eliminate;
 - Substitute;
 - Physical Control;
 - Administrative controls;
 - PPE.
- 4.9. HSE guidance indicates that the fire safety assessment required under the Regulatory Reform (Fire Safety) Order 2005 can be carried out either as a separate exercise or as part of a single risk assessment covering other health and safety risks and hence fire risks are included as a part of the main assessments herein.
- 4.10. A review of the assessment should be made should further information be received which suggests that the control measures stated are no longer sufficient to control risks, are inappropriate, or if additional hazards are identified.
- 4.11. During the event a process of continuous assessment and reassessment should be undertaken by Age UK. This is to ensure that appropriate, dynamic risk assessment is carried out and appropriate additional or revised controls are put into place to manage any change in conditions, or additional hazards arising which are not covered in these assessments.
- 4.12. PLEASE NOTE - This Risk Assessment does not include any areas, activities or processes that the author was not made aware of or where information was not provided during the preparation of the Risk Assessment or subsequently in communications prior to the issue of this document. Whilst every precaution has been taken in the preparation of this Risk Assessment, the author assumes no responsibility for errors or omissions resulting from appointing organisation's failure to share or disclose any relevant information.
- 4.13. The risk is determined using the matrix below.

Risk Assessment Matrix for Personal Injury		SEVERITY						DEFINITION OF LIKELIHOOD CAUSES
		Multiple Death/Major Injuries 10	Single Death Life Changing Injury 8	Specified Injury/ hospital transfer 6	'7 day' Injury 4	Minor Injury 2	None 1	
LIKELIHOOD	Certain 10	100	80	60	40	20	10	Has happened before and is expected to happen on this occasion
	Very Likely 8	80	64	48	32	16	8	Has happened before and is very likely to happen on this occasion
	Probable 6	60	48	36	24	12	6	Has been known to occur before and is likely to happen on this occasion. >50/50 Chance
	Possible 4	40	32	24	16	8	4	Has been known to occur before but no reason to suggest that it will happen on this occasion. 50/50 chance
	Unlikely 2	20	16	12	8	4	2	Has been known to occur before but no reason to suggest that it will happen on this occasion. <50/50 chance
	Very Unlikely 1	10	8	6	4	2	1	Has never happened before and there are no reasons to suggest it will happen on this occasion

Notes:

The numerical scale used is to allow comparisons of the risk levels only.

No literal meaning is implied by the scoring level. 'Specified Injury' shall be as defined in RIDDOR

Key to Shading

	Level of risk is unacceptable. Additional risk reduction required to proceed
	Level of risk may be tolerable but use additional risk reduction if considered practical.
	Level of risk is acceptable. Monitor and review

Abbreviations Used in Assessments

- P = Public, guests, visitors
- S = Event staff, production team
- C = Contractors, suppliers
- A = Artistes, performers

Risk Assessment

Item	Hazard Effects	Persons Affected	Severity (S) x Likelihood (L) = Primary Risk (R)			Proposed and existing control measures	Severity (S) x Likelihood (L) = controlled Risk (R)			Further action required to mitigate risks not adequately controlled	Notes and comments
			S	x	L		=	R	S		
The activity of contractors on site	General hazards from contractors still working on site	Contractors, staff, public, Event participants	8	4	32	<p>All relevant contractors are required to operate in accordance with current safety requirements and good practice and have been assessed by Age UK ahead of appointment for their suitability. Each company to supply for review risk assessments and method statements appropriate to the job.</p> <p>Each contractor will be required to nominate a named person(s) who will be available on-site during construction and breakdown phases to deal with safety issues.</p> <p>All construction phase work to be as far as possible completed before the majority of participants and public arrive.</p> <p>In the event of contractors needing to carry out repairs etc. during the event the situation would be assessed and supervised as necessary by the ESC. Event infrastructure breakdown will not be commenced until it is considered to be safe to do so by the ESC.</p>	6	2	12		
Vehicle movement on non-highway areas	Collision – public and contractor's vehicle movements and cyclists/Pedestrians.	Contractors, staff, public, participants	8	4	32	<p>A contractor vehicle movement curfew to be imposed on both the start/finish/millennium square for the duration of the event.</p> <p>In the event that vehicle movement was required the situation would be assessed and supervised as necessary by the ESC.</p>	6	2	12		

Risk Assessment

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						Vehicle curfew lifted as deemed appropriate by Event Manager/ ESC.					
Participant Arrival	Overcrowding of roads and pavements – walking alongside active carriageways on route from Station etc & active road crossing	Public	8	4	32	Arrivals are intended to be spread out based on wave start. Anticipated that around 50% of those attending will arrive with no baggage. Baggage facility is to be located on Millennium Square, runners will be requested to come ready to run wherever possible.	6	2	12		
	Overcrowding of roads and pavements and conflicting around the Headrow	Public and runners	8	4	32	Runners and public to be separated by barriers and viewing area's created and managed. Cookridge Street has no infrastructure for the event and will be maintained as an open area for participants to move between the two areas.	6	1	6		
Spectator Route to Start	Arrive in all directions leading to confusion.	Public	8	4	32	Spectators arriving with participants to be advised of viewing areas prior to start and supervised during event. Spectators may be discouraged from attending to reduce crowds, but this is unlikely to have an effect on attendance based on experience from similar events.	8	1	8		
Participant Baggage	Crowding and congestion in the baggage processing areas – crushing, slips trips & falls	Event participants	8	4	32	Participants advised in advance of new baggage location but encouraged to come ready to run wherever possible to reduce the amount of bags dropped.	6	2	12		

Risk Assessment

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	Confusion over baggage relocation from Cookridge Street					Millennium Square has a capacity fo 5,000 and is unexpected to attract that many persons at once for the event, based on previous experience. MS not used as a race pen. Millennium Square will be managed by an Age UK representative with support from stewards/security. ESC to monitor as required.					
Millennium Square – Warm Up	Overcrowding due to high attendance	Event Participants, Staff	8	4	32	No warm up for 2021 event	1	1	1		
Flow through city centre areas/ Millennium Square to Start Assembly	Overcrowding of roads and pavements and conflicting flows – walking alongside and crossing active carriageways	Event participants, Public	8	4	32	Cookridge Street not allocated as a timing pen to allow for free movement from Millennium Square to Calverley Street or Headrow pens. Stewarding positions to support with directional information. Refer to Steward Plans for locations. Pens to be clearly marked with the colour of the timing pen to make identifying the appropriate pen easier for the participant. Flows to the start site will be ultimately determined by flow rates from the baggage facility – sound system on Millennium Square to provide announcements to encourage participants to move to pens. Age UK to liaise with LCC Events Team to ensure that bollards on exit of Millennium Square on Cookridge Street to be removed to	8	1	8		

Risk Assessment

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						allow for safe movement of crowds. Participants and spectators to make their own way from the baggage facility to the start areas.					
Participant Start Assembly	Crowding and congestion in the assembly areas – crushing, trips & falls	Public, Event participants	6	4	24	<p>The assembly areas on The Headrow, Calverley Street and Great George Street have an approximate capacity of 6,500 based on 0.5sqm per person, which is a reduced capacity based on previous years due to consideration of space expectations post COVID-19 restrictions.</p> <p>No participants will be allocated to Millennium Square as a start pen.</p> <p>Start site has sufficient space to accommodate numbers.</p> <p>Participants organised into wave pens and managed by rope line stewards to facilitate a smooth flow as per start planning documents.</p> <p>Participants are separated into junior and wheelchair categories where appropriate and other runners are spilt into waves by anticipated race times to minimise conflicts.</p> <p>Areas stewarded and monitored by ESC. Refer to stewarding plan.</p>	6	2	12	Capacity of same areas at 3 persons per sqm is 9,800.	
Restricted Access to LGI	Lack of Blue Route on Calverley Street causes delays in blue light/emergency vehicles	General Public, Emergency Services	8	4	32	Calverley Street access restricted for several major events within Leeds City Centre, YAS have previous experience of diversions.	4	4	16		

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					32	<p>TMS to sign diverted routes for self-presenting patients to an A&E via Ring Road/Clarendon Road. A&E traffic to be brought in via the north of the city to avoid crossing The Headrow.</p> <p>YAS informed in advance via the appointed event medical company/event organiser to ensure that crews on the ground are briefed as best as possible to ensure the most efficient route taken to avoid the closures.</p> <p>In the instance that an emergency vehicle does present itself at East Parade to cross The Headrow, stewards will be in situ to assist with the safe crossing. This will not be advertised and is to be contingency only.</p>			12		
Kirkstall Road Fire Station Access	Delay to emergency response	Public, Staff, Participants	8	4	32	<p>Ongoing liaison with WYFRS during the planning phase to ensure understand of Kirkstall Road restricted access for the duration of the race timings.</p> <p>Access to the route facilitated in event of an emergency along the route. Showsec and TMS to manage confirmed crossing points with support from Age UK Race Marshals in the event that the tender needs to access the route.</p> <p>Vehicle access during live race to be via Burley Road to ensure efficient departure for WYFRS in the event of a blue light shout.</p>	6	2	12		

Risk Assessment

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			S	x	L		=	R	S		
Weather	Weather Issues – Cold conditions. Collapse	Event participants	8	4	32	Water to be made available at half way water point and at finish. Races to proceed on time to ensure minimum waiting time in assembly/ waved areas between warm up and race start to ensure participants do not get cold. Participants encouraged to wear warm layers to avoid getting cold. Left clothing at start area cleared after participants have left area.	8	1	8		
Health	A participant may become ill or is injured during the event – pre-existing medical conditions and contact details may not be known. Transmission of COVID-19	Event participants	8	4	32	All participants are required to pre-register. Pre-existing medical conditions are not taken and logged against number in the case of number swapping. Participants to complete medical information on reverse of the race number. Any information marked on the rear of the number will made available by participants to be passed to the emergency services in the event of an incident. Participants will be requested to take a LFD Test 48hrs prior to attending the event. All participants attending the event confirm that they have been free of COVID-19 symptoms for 48hrs prior to attending the event. All participants will be reminded of the refund policy which will refund entry fee to those required to self isolate in the event of a positive test result.	8	1	8		Participants on their entry form are asked to confirm that they are fit to participate. Having signed the form, the organisers must accept that they are fit to do so and that they have no pre-existing medical condition.

Risk Assessment

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			S	x	L		=	R	S		
Warming up	Event participants injured as a result of inadequate warm up and cool down	Event participants	4	6	24	No official warm up as part of the event offering. Participants are advised to warm up appropriately in pre-race information.	4	2	8		All participants are adults in this section of the race and should understand the need to warm up prior to undertaking exercise. If they choose not to take part in the warm up, then this is their own personal choice and therefore at their own risk.
Running the course	Course width and turns – overcrowding and trips	Event participants	6	4	24	The main race will be set off in eight waves. Wave sizes will range between 500 and 1,500 based upon different running speeds and abilities. Movement of participants through the start waves should allow for a break in between waves. A moderating pause of 2 minutes (may change if required on the day) will be created between the sub 50 and sub 60 waves to minimise potential conflicts based on previous experience of numbers and ability to clear start area. All eight waves will take approximately 15 minutes to clear the start line. The Race Director will assess the course during the design phase and again before race day to determine areas where infrastructure (barriers/signs/cones etc) or similar control measures may be required.	6	1	6		Timing chips used so runners time does not start until crossing the start line
	Obstructions on the course – e.g. Bottles	Event participants	6	4	24	Course to be checked for any obstructions on morning of event by the Race Director.	6	1	6		

Risk Assessment

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	Impact with track markers and other participants or members of the public crossing the route during the race.	Event participants	6	4	24	Water bottles issued at identified water point which has bins for disposal Where sports cap bottles have an additional cover, this will be removed from water bottles prior to distribution to runners. Otherwise they will be handed over as found for the runner to open. Route and extent of course to be defined as necessary with barriers and tape at key areas. The Race Director will check the course before the race starts	6	1	6	Check route survey for crossings and areas needed for barriering – traffic/pedestrian routes/points of conflict (outside pubs etc) – detail to be added to stewarding plan as necessary	
	Collisions with vehicles on active carriageways	Contractors, staff, public, participants	8	4	32	Road closures applied to carriageways used for the run. Stewarded barrier lines to be utilised to maintain closures for period of race. Sections of active carriageway adjacent and parallel to run route carriageways to be separated at minimum by double lines of cones separated by 1m – taped on course side. Where traffic approaches the course route, 'gate vehicles' provided by the traffic management company will be located to secure the junction closure.	6	2	12		
Junior Run finish	Conflict with 10k start, overcrowding	Participants, General Public	6	4	24	Junior run parent/guardian repatriation managed on Great George St.	2	4	8		

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			S	x	L		=	R	S		
Road Surface	Uneven and potholed road surfaces – trip hazards	Participants	6	6	36	Pre-event course checks by Race Director who links with Local Authorities.	4	4	16	Negotiations should take place with Local Council to discourage the installation of more humps or traffic calming measures on the course, or if necessary they should be removable.	
	Risk increased in areas of high density where hazards are not clearly apparent due to density of pack		8	6	48	Highways sections to secure remedial action before race Highways to confirm with Yorkshire Water no live works to be in situ on race weekend. Highways to confirm emergency contact number for race weekend in case of remedial works that occur prior to race start.	4	4	16		
	Traffic calming measures – trip hazards	Participants	6	6	36	Pre-event course checks by Race Director linking with Local Authorities Highways to secure remedial action. Risk increased in areas of high density where hazards are not clearly apparent due to density of pack. Posts, bollards and barriers removed where possible. Course arranged where possible to avoid road humps Road humps highlighted by signs at the start of each section and at each road hump. Stewards at locations on route where required will provide verbal warning.	2	6	12		
			4	2	8						
Street Furniture	Narrowing of course	Participants	6	4	24	Where possible street furniture on the course itself is made removable and removed for race.	6	2	12	Continue to consult with authorities to ensure that new street furniture is	

Risk Assessment

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	Tripping hazards – street furniture & curbs etc	Participants	6	4	24	Where not possible to remove, cone and tape route as appropriate to avoid street furniture. Where possible street furniture on the course itself is made removable Where not possible to remove, cone and tape route as appropriate to avoid street furniture. High level signage fixed to existing structures or held by stewards indicates hazard	6	2	12	satisfactorily sited or removable. Create signage type and identify locations. Consult with authorities to ensure that new street furniture is satisfactorily sited or removable.	
	Collision	Participants	6	4	24	Where possible street furniture on the course is avoided as part of route planning. Alternatively, seek to investigate removal of street furniture. Where not possible to remove, cone and tape route as appropriate to avoid street furniture. High level signage fixed to existing structures held by stewards indicates hazard.	6	2	12		
Dehydration	Dehydration	Event Participants	8	2	16	One water point is to be provided around the course plus water points stocks at finish. All first aid points and patrols to be provided with water	8	1	8		
Wheelchair Participants	Able body participants surrounding wheelchair participants causing congestion with possible trips and falls and	Participants	4	6	24	Wheelchair participants in racing chairs who have confirmed they can complete the course in 40 minutes will be set off 5 minutes	4	2	8		Minimal number of wheelchair participants have entered.

Risk Assessment

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	potential overturning of chair in dense running crowd					before the junior race and 30 minutes before the main race. Wheelchair participants who cannot achieve this time, will be set off at the back of the last wave.					Wheelchair race time allows wheelchairs to be not caught by main race pack.
Overcrowding – Public	The general area covered by the race	Public	8	4	32	The race has considerable space along its length for spectators'. Spectators should be separated by barriers along the Headrow by the start and finish areas. Oxford Place will have a barrier line running from jct with Headrow to Great George Street to push spectators/general public to live crossing point. Barriers are not considered necessary elsewhere on the course.	6	1	6		The event is principally a participant rather than spectator event however the site is planned to provide spectator areas as per the standard format for running events with barrier separation from the start/finish area.
	Access and egress - pinch points may occur if evacuation required and at end of race	Public	8	4	32	All parts of the event have significant areas of space surrounding them into which to disperse and multiple exit options	6	1	6		
Finish Site	Crowding and congestion in the assembly areas – crushing, trips & falls	Public, Event participants	6	4	24	All participants expected to have cleared the start area by the time of the first runner. Access routes/gates to finish area managed by security/ Stewards. Areas stewarded and monitored by ESC Wave size and start is designed to ensure a consistent flow and number of participants is received across the finish line. Taking into account the dwell time of completed runners (approx 20mins) and those finishing; the	6	2	12		Millennium Square to be open to the general public

Risk Assessment

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						maximum number of participants at any one time would be approximately 500 runners. Stewards in place to provide announcements to request finished participants to move on to other areas and keep finish area clear.					
Temporary structures	Slips, trips, and falls and collision risks associated with the main structures - tents and gantries etc.	Contractors, staff, public, participants	8	4	32	All gantries and other temporary installations will be appropriately fenced against unauthorised access and stewarded as necessary.	6	2	12		K markers are to be A1 Correx Boards and/or flags.
	Structural collapse - Stability of completed structures	Contractors, staff, public, visitors, participants	8	4	32	The ESC will monitor prevailing conditions in respect of structures to ensure that design specifications are not exceeded. Contractors will issue safety completion certificates for all erected structures.	6	1	6		
Weather Conditions	Rain, sun, wind	Contractors, staff, public, competitors	6	4	24	ESC/ ELT to have authority to stop all activity if deemed necessary. Adverse Weather plan distributed to contractors with regards to infrastructure. Event staff to be briefed in Adverse Weather plans with regards to the removal of low-level branding in high winds.	3	2	6		
Electricity	Electrical shocks, burns, and fires	Contractors, staff, public, participants	8	6	48	Electrical systems will have been certified as safe prior to the commencement of the event by the supplier with confirmation to the Age UK Event Manager. All electrical installations fitted by competent persons who have been vetted by Age UK in advance.	6	2	12		

Risk Assessment

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						All main switch boxes and generators will be so positioned or enclosed to prevent unauthorised access.					
Fire	Fires arising from waste	Contractors, staff, volunteers, participants.	8	4	32	Suitable waste containers will be provided to prevent accumulations of combustible material. Adequate space is available around all potential fire sources for crowds to disperse Fire extinguishers provided at generators. Telephone communication will be available on site to summon the Fire Service in the event of a fire.	6	2	12		
	Use of flammable liquids & gases	Contractors, staff, volunteers, participants.	8	4	32	The use of petrol generators will not be allowed unless authorised by the ESC with sufficient controls surrounding its use. Adequate space is available around all potential fire sources for crowds to disperse. Fire extinguishers provided at generators. Telephone communication will be available on site to summon the Fire Service in the event of a fire.	6	2	12		
Evacuation	Fire, Bomb Alert	All	10	2	20	See emergency plan. The event is not considered to be the target for any terrorist activity which would require full evacuation of the site. In the unlikely event that a full evacuation was required numbers attending the event could be dealt with. Whole-site	6	2	12		

Risk Assessment

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						contingencies to fall to local Emergency plan facilitated by local Emergency Services. Participants advised in pre-event information to take care of their belongings, to make use of the baggage store and not to leave any bags unattended. Event team all in radio communication. PA systems and persons with loud hailers to be used to communicate with public.					
Hostile Vehicles	Vehicles approaching busy areas at speed	Public, Event Participants, Event Team	10	4	40	Current threat level to the UK for a terror attack is Substantial which suggests an attack is likely. WYP to assess the event and provide advice to Age UK on appropriate mitigations. Previous attacks suggest hostile vehicles will approach busy and central locations in large vehicles at speed. No conflicting vehicle routes along the Headrow/Westgate as per previous years. Central locations where vehicles can approach the area at speed are controlled with set-back road closures, emergency vehicle access only. Traffic Management vehicles located at key junctions to facilitate with re-opening of roads and maintaining closures during live event.	10	2	20		Threat level recorded as of 29/07/21

Risk Assessment

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			S	x	L		=	R	S		
Protests	Protests may cause unrest and initiate violence	Public, Event Participants and Event team	6	2	12	Very unlikely. Escalation to Police as required	2	2	4		
First Aid	Inadequate First aid provision	Public, Event Participants and event team	8	4	32	First aid provision on site and on course to be at a level agreed with Local Ambulance Service. All medical provision in line with UKA Guidance and agreed with UKA Medical Director.	8	1	8		
Water Provision	Dehydration during run	Participants	8	1	8	One water point to be provided on course at 5km point.	4	1	4		
Media Conflicts	Media crews on route – bunching due to narrowing, bunching to be filmed	Event Participants, Public	6	2	12	Locations off course agreed with race Director to avoid conflicts. Only approved persons allowed in positions allocated.	4	2	8		
	Collision with film crews – trailing cables	All in vicinity	6	2	12	Locations off course, agreed with Race Director to avoid conflicts, Race is not recorded. Only approved persons allowed in positions.	4	2	8		
Lost Persons	Child abduction etc	Public	8	2	16	Lost persons procedures to be in place. Any lost children to be held in situ for 10 minutes incase parent/guardian returns. Staff member to request additional person so child/vulnerable person is in care of 2 people at all times. After this period of time has lapsed, child/VP to be taken directly to information point.	8	1	8		Ensure that persons who may need to supervise lost children at the information points are suitable persons and that any child is not left alone with any one person. Ensure that only appropriate information is given out concerning missing persons

Risk Assessment

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						Parents looking for lost children to be facilitated in situ due to small number of children on site. If appropriate they will be directed to the info point on Millennium Square. Where possible a DBS checked staff member will be present on site. Any found child will be supervised by two members of staff/volunteer as soon as possible, all staff to be briefed to ensure that they are not alone with a child where avoidable.					
Road Closures	Effect on emergency response	Public, Staff and participants	10	4	40	Key course crossing points identified for use by emergency services on blue light call – to be circulated by all and stewards briefed with localised race stop or diversion arrangements	8	1	8		
	Conflict with residents and businesses	Public, Staff, Participants	8	4	32	Advance notifications have been made to all residents and businesses and access arrangements made as far as possible – stewards to control road closures and possible conflict points and emergency exits from premises. Vehicle curfew in place by 07:30.	6	1	6		
Under 16s - Safeguarding	Under 16's participating in activity without parental/guardian consent. Taking part in event with pre-existing medical conditions without	Event Participant	6	6	36	All under 16s taking part in the junior race are to complete a pre-event registration form containing parental permissions. Race terms and conditions state that parent/guardian must meet child in finish area.	2	4	8		

Risk Assessment

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	<p>information Race management</p> <p>Unable to finish the race</p>				40	<p>A consent form is to be signed by the parent/guardian upon registration. All pre-existing medical conditions will be requested to be added to the rear of the child's race number.</p> <p>Route to be stewarded plus rear sweeper vehicle to assist any participant who is struggling and cannot finish.</p> <p>Robust system to be in place for the reuniting of junior runners with their parent/ guardians to ensure that juniors are reunited with the correct adult.</p> <p>No jrs are to be permitted to start the race late.</p> <p>Lost Children and Vulnerable Adults plan in place, available separately.</p> <p>All reports of safeguarding concerns to be taken seriously by Age UK following complaints procedure.</p>			12	<p>Parents/Guardians will be advised to keep the baggage slip from the race number in order to collect child on return.</p> <p>Uncollected juniors will be taken to the Age UK information tent in front of the Town Hall & the found child procedure will be followed.</p>	
First Aid & Medical - juveniles	Lack of first aid facilities	All within race area	10	4	40	<p>Presence of first-aid personnel, ambulances at strategic locations on site. Refer to Medical Plan.</p> <p>Communication among the on site Medical Personnel, with a link in to central YAS operations centre.</p> <p>Numbers and types of facilities currently as supplied by the service providers.</p> <p>A medical vehicle will sweep the junior route in addition to provision on route.</p>	6	2	12		

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						See Medical Plan.					
Vehicle and Pedestrian issues	General traffic in area.	Competitors & Public	8	4	32	Road closures in place and controlled by traffic management company and police. Event site vehicle curfew to be in place a minimum of 2-hour before race start time (07:30). Vehicles only permitted to move on site during vehicle curfew under the authorization of the ESC.	6	1	6		
Running the course – Junior race	Course width and turns – overcrowding and trips	Event participants	6	4	24	Course is sufficient for 10,000 adult runners, therefore overcrowding issues of 300 junior runners is unlikely. Junior runners should be set off together with the faster aged runners at the front and slower, younger runners at the rear. Junior wheelchair participants to be set off 5minutes before the junior race and asked to stay to one side of the route to avoid conflict with the junior runners. Marshals to move junior runners to left hand side if wheelchair participants come through race route at the same time as the Junior race.	6	1	6		
Vehicles and Pedestrians	Contractors' vehicles delivering to sites and highway locations	Contractors, staff, other site visitors, the public.	8	4	32	Clear instructions and final siting/destination information supplied to all relevant organisations bringing vehicles to site. Site deliveries are arranged within the build and breakdown schedule	4	2	8		NB: it is important to ensure that all efforts are made to ensure that contractors will comply with delivery and pickup times.

Risk Assessment

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					32	<p>where possible to avoid times where large numbers of public and particularly children are around the work areas.</p> <p>Where public are on site vehicle movements will be restricted to existing active roadways, to within areas to which the public do not have access or movement will be stewarded as appropriate.</p> <p>Where deliveries are to be made to active highway locations contractors to adhere to their own safety procedures for highway working to ensure the safety of their staff and highway users.</p>			8		
	Site vehicles/plant moving on site during build up and dismantling stages.	As above.	8	4	32	<p>Clear instructions to drivers, etc prior to event; supervision via event team and Event Safety Co-ordinator. Certified drivers only to use relevant plant (e.g.: Fork lift trucks).</p> <p>Stewarding or securing of areas in which vehicles are moving as appropriate</p> <p>Site movement arranged where possible to avoid periods where large numbers of public are around work areas.</p>	4	2	8		
Appropriate training, information and - certification of staff.	Unauthorised use of plant, vehicles and equipment	Other staff, contractors, the public.	8	6	48	<p>Event Team to ensure only certificated drivers use relevant plant and equipment.</p> <p>Each contractor will be required to submit copies of all certificates and licenses for drivers to be used on</p>	6	2	12		

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						site within their method statement pack.					
	Volunteers, etc staff not familiar with safe methods of working.	As above plus the individual.	6	6	36	Ensure that all volunteer staff are briefed, trained and physically able to undertake any tasks allocated to them Event Safety Coordinator to monitor activities.	6	2	12		
Logistics issues, storage locations, movements.	Vehicles (moving) at risk of impact with stored materials, or moving unsuitable loads over distances.	Vehicle drivers, other persons in vicinity of impact.	8	4	32	Certificated plant drivers used only, careful siting of materials in accordance with agreed plan. Barriers to be installed where necessary around stored materials and where necessary lighting provided. Review of storage arrangements as delivered by the Age UK Event Manager.	6	2	12		
	Unstable stacks of materials (fencing, barriers, etc)	Vehicle drivers, other persons near to stacks.	6	4	24	Care with stack construction; Site Manager and Event Safety Coordinator maintain overview of delivery and siting of materials in accordance with agreed plan and build and breakdown schedules.	6	2	12		
	Stacks of materials on site whilst public have free access to area and event staff not on site.	Staff, public, contractors.	6	4	24	Planned location of such materials in safest possible locations; barriers, signage and lighting to be provided where appropriate. High-visibility hazard tape to be used on fences and barriers at these locations as appropriate to aid partially sighted persons.	4	2	8		

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Lighting	Insufficient visibility for working, access and egress, to light potential hazards such as materials and structures, to light escape routes, public areas and for emergency services to operate.	All, depending on situation.	6	4	24	The majority of the build and breakdown scheduled to take place main during daylight hours however the start of the build for the finish area does take place in the hours of darkness. There is sufficient street lighting in the surrounding area to illuminate the working areas for the hours of darkness. If this level of lighting is not sufficient then individual contractors to provide their own lighting specific for the tasks being undertaken.	6	1	6		
Electrical	Shock or burns, also fires from faulty or unsuitable equipment/cables, adverse weather conditions affecting certain equipment.	Site staff, contractors, public.	8	6	48	Proprietary power suppliers used – generators, cabling, distribution equipment, competent persons only carrying out work. Individual contractors providing their own generators for small fixed installations to provide certification to the effect that the installations are safe. Event Safety Coordinator maintains an overview of installation, maintenance during event and dismantling stages. Certification is to be issued by competent person of the principle electrical contractor confirming that all temporary installations are safe for use and that they are suitably RCCD protected as appropriate	6	2	12		
Fire Precautions	Damage by fire and/or smoke to persons and/or property.	Site staff, contractors and the public,	8	4	32	Each contractor to have available appropriate fire-fighting equipment	6	2	12		

Risk Assessment

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		depending on location.				Availability of Fire Authority in emergency. All infrastructure points on site to be accessible to within 50m of a fire appliance Use of Petrol Generators is not permitted. Event is essentially open air with plenty of room to disperse. There are no marquee structures for general public assembly.					
Welfare and First Aid Issues	Lack of first-aid facilities to cater for site building and breakdown stages, when runners, the public and most staff are not on site.	Site staff, contractors, also public who may be affected by site activities before site is secured.	8	4	32	Each contractor legally responsible for own first aid provision. Access to local hospital and ambulance services. Mobile phones on site to call 999 or 112 for assistance	8	1	8		
	Drinking water availability	Site staff contractors	6	2	12	Access to local facilities near to work areas and provision made on site	1	1	1		
	Food availability	Site staff contractors	6	2	12	Access to facilities near to work areas.	1	1	1		
Construction	Incorrect and/or unstable structures, potential for total or partial collapse.	Persons on structures, near to structures, or those constructing site or dismantling the structures.	8	4	32	Use of proprietary products and companies; supervision of the construction. Prior submission structural details and method statements. Monitoring at all stages by Site/Event Manager and Event Safety Coordinator. Considerations included for structural stability in high winds, in line with adverse weather plan and	6	2	12		

Risk Assessment

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						contractor structural calculations and wind loadings.					
Construction issues, certification/ examination, “signing off” the site for the event	Unstable structures and work activity during construction	Site Staff, public and contractors	8	4	32	Construction to take place where practical during low public activity periods. Areas where construction is taking place will, where necessary, be suitably fenced, barriered or stewarded to prevent access to all but contractors staff responsible for that area. Other persons will only have access with the authority of the contractor responsible for area concerned	6	2	12		
	Work activities involved in construction	Contractors staff	8	4	32	Contractors are legally responsible for their staff’s health and safety. The Event Safety Coordinator will draw to the attention of the contractor’s designated person, any serious breach in safety procedures observed and will stop or modify work procedures if there is additional risk posed to the public or others. Work areas to be segregated from members of the public by suitable fencing/ barriers and/ or stewards as necessary.	6	2	12		
Personal Protective Equipment (PPE)	Exposure to weather conditions, hazards associated with the work activities on site, and traffic movement	Site staff and other persons near to specific operations who may be affected thereby.	6	4	24	Provision of PPE as identified by need and activity in other sections of the assessment. Contractors will be responsible for their own health and safety, including provision and use of PPE. All staff and volunteers requiring access defined as construction	3	4	12		All staff will be permitted to wear any level of protective clothing which is appropriate to the prevailing weather conditions, without having to keep any issued uniform visible) – Personal clothing should not however be used to cover up any high visibility PPE or marshal/ steward

Risk Assessment

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						<p>areas should have appropriate PPE, including High Visibility Clothing and appropriate footwear.</p> <p>All staff and volunteers required to carry barriers must be provided be wearing suitable footwear.</p> <p>High visibility clothing will be required for event staff and volunteers who may be exposed to risks of vehicle movement on active public roadways.</p> <p>Basic stocks of PPE to be provided for Age UK staff.</p>					identification bibs. All PPE or identification bibs issued by the event should be sufficiently large to enable it to be worn over outer clothing.
Weather issues	Very hot weather sun burn, dehydration etc.	Site staff.	6	2	12	<p>Unlikely due to time of year.</p> <p>Sensible clothing and water to be encouraged/ made available.</p>	6	1	6		
	Very cold weather, frost, ice on surfaces etc , slipping	Site staff, public	4	4	16	<p>Bags of grit and shovels available from LCC on request to spread over patches of ice.</p> <p>Event Manager to action as required.</p>	6	2	12	ESC and ELT to review and monitor and initiate appropriate action as required.	
	Electrical hazards.	Site staff and contractors; public during early building/ later breakdown stages.	8	6	48	<p>Use of proprietary temporary electrical generators, cabling and equipment suitable for outdoor conditions. "Trip" protection where appropriate. Certification of temporary installations by a competent electrician on completion of electrical installation and before it is put into use.</p> <p>Testing of appropriate "trip" systems.</p>	6	2	12		

Risk Assessment

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			S	x	L		=	R	S		
Barrier and signage installation on public highway	General event site build and break hazards – including all of the above	Public and contractors	8	4	32	Installation of barrier systems on active carriageways will be carried out under the contractor's own health and safety procedures for working on active roadways – which will be vetted by the ESC. Barriers left in place overnight in unlit areas to be suitably highlighted to prevent collision.	4	2	8		
Fundraisers – Cash Handling	Theft, Violence towards staff resulting in serious injury	Public, Staff	8	4	32	Ensure that public collections are undertaken within legal requirements and complies with Part II of the Charities Act 1992. Collections to take place within Charity Tent and not roaming. All collections to be supervised at all times by Age UK staff. No cash counting to take place in public areas. Security personnel to be present within general area of any cash collection. All staff responsible for cash collecting to be aware of simple procedures to protect their own safety – staff to be advised to relinquish the money if threatened and not to try and protect the money.				Bank Cash as soon as possible without deduction of expenses. Ensure collection boxes are numbered at their allocation, that their return is recorded and that they are sealed. Ensure two unrelated people are involved in the counting and recording of income and maintain a record.	

Item	Hazard <i>Effects</i>	Persons Affected	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R	Proposed and existing control measures	Severity (S) x Likelihood (L) = controlled Risk (R) S x L = R	Further action required to mitigate risks not adequately controlled	Notes and comments
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5. COVID-19 Risks

Risk Assessment

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Capacity of Event Venues	Transmission of Covid-19 Overcrowding, no social distancing	All	8	4	32	<p>All expectations of occupancy of spaces with regards to social contact is planned in line with the Step 4 of the Summer Response with removal of legal restrictions means that presently there is no restrictions on physical contact and as such Mass Gatherings are permitted.</p> <p>All areas have more than sufficient room to accommodate the event capacities across the weekend.</p> <p>Spectators will not be permitted into areas that are designated as Athlete Only, such as the start pens, in order to control capacity of some smaller areas.</p> <p>Review of 'Honey Pot' areas within the venues and along the route is undertaken for each event, in order to establish defined occupancy levels where this may exceed considered safe limits. Pre-determined movement plans to identify where busiest areas will be and where access may be restricted.</p> <p>Generally such areas are considered as Start, Finish Line and Athlete Processing Areas which is standard for the format of the event.</p> <p>Review of venue layout to ensure that athletes flows through are one way and efforts to reduce two way flow wherever possible.</p>	4	4	16		
Control of Access to Start/Finish Areas	Transmission of Covid-19 Gatherings over legal capacities	All	8	4	32	Access to the city centre is not restricted and will remain open to the general public.				<p>Access to the city centre is not restricted.</p> <p>The lack of physical barrier results in much</p>	

Risk Assessment

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					32	Designated points where spectators/general public can access will be signed appropriately. Participants will be asked to undertake an LFD test prior to attending but this will not be a requirement and will not be recorded. All persons participating or working at the event to be recorded in some format in order to allow the organisers opportunity to data record for Test and Trace purposes.				wider space for attendees to spread out.	
Route overcrowding	Aerosol Transmission of Covid-19 No social distancing	Athletes	8	4	32	Athletes will be subject to pre-race communications prior to participation which will advise them of the code of conduct expected during a road race taking place within a COVID-19 environment. Contact Limits have been removed from Organised Sport since Phase 3 of the economic reopening plan. Measures are taken to reduce the density on the course at any one time which includes a reduced capacity.	4	4	16		
Symptomatic Persons attending the event	Transmission of Covid-19	All	8	4	32	All participants requested to take a LFD Test prior to attending the event. All locations within the site reviewed with regards to the capacity for social distancing. Minimal indoor areas for wider public as part of the Event, predominantly outdoor event.	4	4	16		

Risk Assessment

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					32	Face Coverings may be worn by staff and volunteers if they feel more comfortable doing so. Staff will be required to undertake an LFD test prior to entering site and must report a negative test prior to commencing work.			16		
Hygiene Facilities	Transmission of Covid-19	All	8	4	32	Dedicated handwash stations available on site to encourage regular handwashing of all persons on site. Hand Sanitiser available on all sites.	4	4	16		
Office Spaces – Event Control Room	Transmission of Covid-19	Staff	8	4	32	Event Control Room to be allocated occupancy in advance. Only authorised persons permitted access. Desks placed to reduce face to face working where additional mitigations such as 2m distance or screens are not to be implemented. Back-to-back working is preferential. Frequent cleaning of desks by staff, additional cleaning by Cleaning Staff as part of daily cleansing. Where doors can be kept open (and are not Fire Doors), they should be kept open to reduce touch points and to improve air flow. Adequate ventilation should be installed within the area as windows are unable to be opened.	4	4	16		
Start – Spectators	Transmission of COVID-10	Spectators, General Public	6	4	24	Outdoor Areas only.	4	4	16		

Risk Assessment

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						Spectators are expected to attend but due to morning start they will be limited in number. Footfall of General Public expected to be low given the time of day. Active management by stewards and security.					
Route – Spectators	Overcrowding, illegal gathering, Transmission of COVID-19	Spectators, General Public, Staff, Crew	6	4	24	Ongoing review of city centre areas to establish particular pinch points based on normal event attendance. Room for spectators to disperse and nature of spectating means that unless there is not a desirable viewing line spectators will move along. Some areas of the route known to attract higher levels of crowds (Honeypot Areas) require additional management in higher footfall areas. City centre is a publicly accessible area with no restrictions on large gatherings.	4	4	16		
Finish – Spectators	Overcrowding, illegal gathering, Transmission of COVID-19	Athletes, Spectators, Public, Crew	6	4	24	Footpath adjacent to the Finish Line has sufficient width but requires steward management and signage to avoid confusion by general public who may wish to walk down the pavement. Finish Area is generally moving and spectators change over once there loved one has crossed the line.	4	4	16		
Finisher Rest Area	Transmission of COVID-19, Overcrowding of Area	Athletes, Staff, Volunteers	6	4	24	Hand Sanitiser available on entry/exit.	4	4	16		

Risk Assessment

Item	Hazard Effects	Persons Affected	Severity (S) x Likelihood (L) = Primary Risk (R) <small>S x L = R</small>			Proposed and existing control measures	Severity (S) x Likelihood (L) = controlled Risk (R) <small>S x L = R</small>			Further action required to mitigate risks not adequately controlled	Notes and comments
					24	<p>Finisher food is given directly to athletes rather than taking food from a shared area.</p> <p>Reduction in available stopping area to avoid dwell time. Consideration must be given to balancing the need to move people out of the area to avoid overcrowding and allowing athletes appropriate time to rest after completing the race.</p> <p>Staff to monitor area to ensure that the area is cleaned and to review the amount of persons within the space.</p>			16		
Athlete Aid – Course	Transmission of COVID-19 through close proximity, shared equipment	Staff, Volunteers, Athletes	6	4	24	<p>Changes to athlete refuelling stations to ensure safety of both Athletes and Volunteers.</p> <p>Items for athletes will be unopened when handed to Athletes wherever possible.</p> <p>Reduction in touch points where possible.</p> <p>With the exception of portable toilets, handwash facilities will not be available in close proximity but Hand Sanitiser provided for teams to supplement regular hand washing.</p> <p>Volunteers and Staff on route to be recommended to wear Face Coverings when engaging with Athletes but this will be personal choice.</p>	4	4	16		

Risk Assessment

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			S	x	L = R		S	x	L = R		
Site Layout – Queuing	Transmission of COVID-19, Inability to physical distance	Athletes, Spectators, Staff	6	4	24	Queues to be avoided with additional facilities or services wherever possible. Queuing to be designed in outdoor areas, avoiding queuing inside wherever possible. Where queuing is unavoidable, such as with toilet facilities then queuing lanes should be designed to allow for adequate social distancing. Additional units may be required in order to facilitate the amount of persons expected on site – to be reviewed on each site for suitability.	4	4	16		
Toilet Facilities	Transmission of COVID-19 through poor cleanliness/inaccessibility to handwashing facilities.	Athletes, Staff, Volunteers, Spectators	6	4	24	Additional toilet facilities may be required on site to service the amount of persons at each site at any one time. Additional facilities may also be required in order to increase the amount of handwashing facilities available on site to encourage good personal hygiene. All toilets, both temporary and permanent, should be subject to regular cleaning.	4	4	16		
General Fitness	Closure of sporting facilities impact on athlete fitness	Athletes	6	4	24	Ability to train has not been reduced due to COVID-19 restrictions so reduction in athlete fitness, other than normal expected levels, not expected.	4	2	8		
General Cleanliness	Transmission of Covid-19 Poor Cleanliness	All	6	4	24	Reduction in touch points wherever possible where they are not necessary.	4	4	16		

Risk Assessment

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						Communal Areas for staff/volunteers or athletes to be subject to regular cleaning.					
Event Team and Crew - Shared use of Vehicles	Transmission of Covid-19	Staff	8	4	32	<p>Increased cleaning of high touch points by users.</p> <p>Face Coverings are recommended within a vehicle when sharing with another person that you do not normally come into contact with. This will not be monitored.</p> <p>Windows open where possible to increase the ventilation.</p> <p>Cohort working wherever possible to reduce cross contamination between workers and transmission affecting wider working groups.</p>	4	4	16		
Lack of Knowledge of COVID-19 Protocols	Transmission of COVID-19 caused by ignorance of protocols	Staff, Contractors, Public	6	4	24	<p>Pre Event briefing in order to inform staff and crew of all messaging.</p> <p>Clear communications of all messaging to Athletes through E-mail.</p>	4	2	8		
Medical Team	<p>Close contact with patients, CPR or similar procedures.</p> <p>Transmission of Covid-19</p>	Medical Staff, Athletes, Staff, Volunteers	8	4	32	Refer to Event Medical Plan.					
Face Coverings	<p>Transmission of COVID-19</p> <p>Reliance and False Sense of Security from wearing a Face Covering, leading to lesser following of controls which may increase risk of transmission</p>	Public, Staff, Contractors, Volunteers	8	4	32	<p>Face Coverings are not mandatory in outdoor environments and all controls regarding Face Coverings will be dependent on the prevailing circumstances are the time of the event.</p> <p>Age UK may deem some indoor spaces as requiring such use in order to enter.</p>	4	4	16	Touching the face covering and then the face or other areas may increase exposure – staff must be advised to change face coverings regularly where they are worn for a longer period of time.	<p>Use of PPE requires on correct instruction and advice on the effectiveness of the equipment.</p> <p>Single Use face coverings may reduce the virus being spread from the wearer to others, but its effectiveness of protecting the wearer is debateable. The longer the face covering is worn, the</p>

Risk Assessment

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					32	<p>Such protocols will be reviewed prior to the event based on developing guidance.</p> <p>Face Coverings in the context of Covid-19 are not PPE.</p> <p>The use of Face Coverings in open air environments will be task dependent, where close proximity (less than 1m) work is required for over 15 minutes.</p> <p>The use of face coverings will be optional for staff except when working in close proximity with other crew. Staff will follow the rules of all establishments as per the current government guidelines and supporting legislation for enclosed spaces.</p> <p>Where staff are required to work in vehicles together, they must wear Face Coverings at all times when inside the vehicle.</p>			16	Single use face coverings should be disposed of correctly to avoid further touching from litter pickers or other members of staff.	<p>higher the likelihood of the filter becoming full. The longer it is worn the higher the potential viral loading on its surface.</p> <p>Gloves should ideally only be worn in this environment to remind staff not to touch their faces.</p>
Vaccination Status	Vaccinated Persons leading to false sense of security and lesser following of controls which may increase risk of transmission	Staff, Contractors, Public	8	4	32	Not applicable to Leeds Abbey Dash 2021	1	1	1		
Multi-Contractor Environment	Transmission of Covid-19 Overcrowded working areas	Staff, Contractors	8	4	32	<p>Build managed to ensure that all contractors are able to work within their independent risk assessments with regards to COVID-19 mitigations for the work activities.</p> <p>Majority of areas offer large open spaces for all and overcrowding</p>	4	4	16		

Risk Assessment

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					36	<p>within areas should not be an issue, with the exception of start corrals.</p> <p>Active Management and monitoring by the Site Management during the Build/Break.</p>			16		
General Risks surrounding a virus present within the general population	Transmission of COVID-19	Staff, Contractors, Athletes, Volunteers, Spectators	6	6	36	<p>Whilst there has been the removal of Physical Contact restrictions, it may still be appropriate to instill a level of Social Distancing between persons, particularly staff and athletes where the amount of interactions may be higher.</p> <p>Staff to ensure social distancing of 1m where;</p> <ol style="list-style-type: none"> 1) 2m cannot be safely maintained 2) Work requires close contact <p>Staff should not make physical contact with members of the public, any other contractors or their own staff.</p> <p>Where staff are given disposable gloves, they should be shown how to safely remove them, advised to change them periodically and advised to wash their hands once they have taken them off.</p> <p>Hand sanitiser and handwash stations should be provided on site for staff to use. Staff should be reminded to wash their hands more frequently, particularly after handling equipment, for 20 seconds. Hand sanitiser should only be</p>	4	4	16		

Age UK Leeds Abbey Dash 2021
Risk Assessment

Issue 1

Item	Hazard Effects	Persons Affected	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R		Proposed and existing control measures	Severity (S) x Likelihood (L) = controlled Risk (R) S x L = R		Further action required to mitigate risks not adequately controlled	Notes and comments
					<p>encouraged to be used where handwashing is not possible. Surface cleaning to be increased.</p> <p>Staff should be advised to cover their mouth and nose when they sneeze or cough. Coughing/Sneezing into your elbow is advised. Used tissues should be disposed of immediately and hands should then be washed.</p>				