



Risk Assessment for Barrow Coastal Marathon / Half Marathon (2nd June 2017)

Tidal Triple Series 2017

The Barrow Coastal Marathon is a two lap course and each lap is 13.75 mile long. The start / finish area (Race HQ) is located at Rampside Village Hall (**LA13 0PY**).

Out on the course there will be 2 checkpoints / aid stations. The first aid station will be located at 4.5 miles, The Old Sandgate Pub (**LA13 0DL**) and the second aid station will be located at 9.5 miles, The Concle Inn Pub (**LA13 0PU**). The route mainly consists of tarmacked cycleways, however there are minor sections on street pavements and some trail / grass sections as well.

Both aid stations will be well stocked with water, squash, pepsi and a variety of food and snacks. Both aid stations will also be stocked with a first aid kit and be easily accessible by road so that emergency services have access should they be required.

(See attached map which details checkpoint locations and access).

The cut off time for the marathon is 6 hours (3 hours for the half marathon).

This Risk Assessment is a detailed Risk Assessment. It brings together the risks and identifies the actions to be taken to mitigate against them along with responsible persons and target dates.

The key risks can be considered under three main headings. These are shown in the comments below:

Risk Category 1 – Risk of a participant or other stakeholder suffering serious injury or worse

Risk Category 2 – Reputational risk to the local or national group if the event is widely considered to be unsuccessful

Risk Category 3 – Risk that the event suffers a significant financial loss

High Risk	16-25	Action required to eliminate or reduce the risk
Medium Risk	8-15	Action highly desirable (10+ action priority)
Low Risk	1-6	Action discretionary

The risks and associated risk management activities are analysed in tabular form below. Building on the risk categories used in Version 1 of the Risk Assessment, four categories are presented: those relating to Generic Risks, Support Facilities, Health and Safety, and Finance. 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.

The risk scores below are assessed as being those which remain after mitigating actions have been taken. As time moves on and mitigation measures are identified and implemented, then the number of outstanding risks in the higher level categories will significantly reduce as the likelihood of them becoming live issues diminishes and by the time of preparing this second version of the Risk Assessment it is believed that no high risks remain. This will therefore be a 'living' document that evolves until by the time that the North Yorkshire Moors Hundred is held the number of higher-level risks remaining is very small though a number, such as the risk of bad weather conditions, can never be fully eliminated.

Generic Issues

A Marathon / Half Marathon is subject to some generic risks. These include considerations such as 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 event could lead, for example, to its late cancellation.

Another generic risk concerns the difficulty of the route and the way it is managed.

The route may include some specific hazards, e.g. sections that require crossing or moving along roads

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

Risk Assessment – Generic Issues – Completed by Chris Kay (Race Director)

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That people who enter the event are not suitably qualified and suffer injury or cause significant event disruption through their inexperience	Entrants Marshals Helpers Public – including the emergency services	2	4	8	M	<p>Organisers will provide sufficient information to entrants so that they are aware of the nature of the event.</p> <p>Entrants are asked to provide any medical issues during the registration process. These will be passed on to marshals on race day.</p> <p>Organisers will send out route information so that race entrants can review it and if they prefer, reccy it prior to the event.</p>	<p>Race director to send out all information prior to race start.</p> <p>Required before 2nd June 2017.</p> <p>Race director to carry out safety brief to highlight any last minute safety issues to runners and to make runners aware of any course hazards – Brief given morning of the race</p>	<p>Information sent out to entrants when they have registered. Emails will be sent out 2 weeks prior to the event start and the week before to capture any last minute alterations.</p>

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That the route is not appropriate, may be too difficult in terms of the terrain and it may not be adequately described leading to injury and/or significant organisational challenges due to e.g. high drop-out rate.	Entrants Marshals Public – especially emergency services	2	4	8	M	<p>That the route is devised and written by local group members with good knowledge of the area.</p> <p>The route is walked out by other persons prior to the event including some who have little knowledge of the area</p> <p>The route is risk assessed for hazards</p> <p>The route is measured for length and ascent/descent calculated.</p> <p>The route description to be available in either paper form or downloaded from the web</p> <p>The Marshals on route to manage the event</p> <p>Permissions are obtained from landowners where the route is not on public rights of way</p> <p>Avoid areas of high natural risk e.g. flooding Ensure any significant road crossings are identified and marshalled.</p>	<p>Those responsible for the route are experienced group members with local knowledge.</p> <p>A specific route Risk Assessment has been completed.</p> <p>A route description and map will be sent out to entrants prior to the event</p> <p>19/05/17. This will be re-sent a week before the event on 26/05/17</p>	

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That entrants become lost along the course and are having difficulty getting back on track	Entrants Marshals Emergency Services	3	3	9	M	<p>Course route will be well signed with large arrows and barrier tape where it is not possible to place arrows. It is not possible to plan against people tampering with course markers but the route will be checked the night before the race and in the morning prior to the event. Marshals will be on the course where it is deemed extra direction is required. Entrants will also be given the Race director's mobile number so that they can be contacted throughout the event. However it is not mandatory for entrants to carry a mobile phone due to the number of checkpoints and that it is a lapped circuit.</p> <p>RD to mark course sufficiently especially where there are any junctions / multiple pathways. RD will check the route the night before 2nd June and on the morning of 2nd June prior to event start.</p>	<p>RD to give course overview and safety brief on the morning of the race prior to event start.</p> <p>Course information sent out 2 weeks prior to event to all participants. (19th May 2017)</p> <p>RD to carry out safety brief on the morning of 2nd June 2017 to make all entrants aware of course details, any course hazards and any route diversions.</p>	<p>Reccy runs available for those wishing to attend these. As and when people are available. These are scheduled for once a week running up to the start date of event.</p>

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That a late cancellation of the event causes significant reputational damage because communication is inadequate	Entrants Marshals	1	4	4	L	Procedure is in place to notify all entrants and helpers in such a circumstance		Regular emails sent out to participants. Updates posted on facebook page www.facebook.com/TrilslandRunning/

Course Assessment – Specific Hazards

In order to assess the course and capture any specific hazards along the route, this course assessment has been produced. The course assessment breaks the course down into sections, in line with how the RD has walked the route, and inspected it for any potential hazards.

As the course is a 2 lap course, only the first lap has been walked for the purpose of the risk assessment. Each lap is 13.75 miles and will have 2 checkpoints / aid stations along the route.

The Start / Finish area is Rampside Village Hall (LA13 0PY) and is easily accessible by road.
See the section for a breakdown of the course and any specific hazards that have been identified.

Course assessment (Specific Hazards) – Completed by Chris Kay (Race Director)

Mileage	Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
Start (Village Hall) to Mile 1	Narrow public footpath	Entrants Public	3	3	9	M	Race brief on the day will make runners aware of narrow pathways and to give way to members of the public	Race director to carry out safety brief to highlight any last minute safety issues to runners and to make runners aware of any course hazards – Brief given morning of the race	
Start to Mile 1	Minor road crossings	Entrants Public	3	3	9	M	Caution runner signs will be placed in the surrounding area. Race brief on the morning of the race will make runners aware of any road crossings and ask runners to be vigilant when making these crossing. "Caution runners" signs to be placed out prior to 2nd June. On race day, race director to give safety briefing making runners aware of any road crossings	Information sent out to each runner prior to the event detailing any road crossings and any hazards that need to be noted	

Mileage	Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
Mile 1 - Mile 4	Uneven ground leading to slips and trips	Entrants Marshals	2	4	8	M	<p>Any major hazards such as deep pot holes or large tree routes will be highlighted and marked out with barrier tape.</p> <p>At the safety brief, runners will be made aware of any uneven terrain around the course and where they need to be vigilant.</p> <p>Race director to carry out safety brief to highlight any last minute safety issues to runners and to make runners aware of any course hazards – Brief given morning of the race</p>	<p>Information sent out to each runner prior to the event detailing any road crossings and any hazards that need to be noted</p>	
Mile 4 - Mile 5.5	Minor road crossings - Narrow pathways	Entrants Marshals Public	3	3	9	M	<p>Race brief on the day will make runners aware of narrow pathways and to give way to members of the public.</p> <p>Race director to carry out safety brief to highlight any last minute safety issues to runners and to make runners aware of any course hazards – Brief given morning of the race.</p>	<p>Caution runners" signs to be placed out prior to 2nd June.</p> <p>Information sent out to each runner prior to the event detailing any road crossings and any hazards that need to be noted</p>	

Mileage	Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
Mile 5.5 - Mile 6.5	Short road section (quiet minor road)	Entrants Marshals	3	3	9	M	Caution Runners" signs to be put in place at both ends of the road. RD to give safety brief on race day to make competitors aware of any road sections. Race director to carry out safety brief to highlight any last minute safety issues to runners and to make runners aware of any course hazards – Brief given morning of the race.	"Caution runners" signs to be placed out prior to 2nd June. Information sent out to each runner prior to the event detailing any road crossings and any hazards that need to be noted.	
Mile 6.5 - Mile 11	Slips and Trips	Entrants Marshals	3	2	6	L	This section of the route is mainly tarmac with only a few sections that have uneven surfaces. Runners will be made of any uneven surfaces during the safety brief. Race director to carry out safety brief to highlight any last minute safety issues to runners and to make runners aware of any course hazards – Brief given morning of the race	Information sent out to each runner prior to the event detailing any road crossings and any hazards that need to be noted	

Mileage	Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
Mile 11 to 13.75 (Village Hall)	Uneven ground - slips trips and falls - Conspicuous metal pole in ground (mile 12.5)	Entrants Marshals	3	4	12	M	<p>This section of the route is trail and uneven under foot. It should also be noted that at mile 12.5 there is a metal pole in the ground in the middle of the trail. RD to mark this using a traffic cone so that runners will not be in danger of colliding with the pole. Warning signs will be placed at this point of the trail.</p> <p>Safety brief will also identify any hazards out on the course. Safety brief will be carried out by the RD on the morning of the race.</p> <p>Race director to carry out safety brief on the morning of the 2nd June prior to race start.</p>	<p>Race director to use traffic cone to cover metal pole at mile 12.5 so that runners will be in no danger of running into it.</p> <p>This will be done the night before the race and will be double checked on race day prior to the start</p> <p>Information sent out to each runner prior to the event detailing any road crossings and any hazards that need to be noted</p>	

Health and Safety

There are a number of health and safety risks that are potentially applicable and these are itemised in more detail below. They impact on most potential stakeholder groups to a significant extent; entrants in particular for obvious reasons and helpers as well. Supporters may be at risk too. The public can also be at risk, for example the general public if they are forced to move into the road to avoid large numbers of runners. Emergency services can also be at risk if they are required to perform emergency evacuations especially from remote spots.

It is important to note that there is an Accident and Emergency Furness General Hospital which provides 24 hour cover. It is of course fervently hoped that access to this is not required. From a risk management perspective it is also important that drivers have an awareness of the most direct route to the Hospital from wherever they may be, though in emergency situations it is more likely perhaps that ambulances etc. will journey to the scene of any accident.

In common with other marathon events, organisers will ensure first aid support from suitably experienced providers during the event. However they will not be present at all checkpoints. It is our aim that first-aid volunteers will be at checkpoints to cope with emergency situations until fully experienced medical assistance arrives. It follows too that risks assessed in other areas, e.g. those around proper communication facilities to various parts of the event or the adequacy of checkpoints, also impact on health and safety. The items discussed below should not therefore be looked at in isolation of other issues that are considered elsewhere.

Risk Assessment – Health and Safety – Completed by Chris Kay (Race Director)

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That bad weather conditions occur (e.g. very wet, very hot), creating increased risk of injury to runners and others	Entrants Marshals Supporters	3	4	12	M	<p>Complete kit lists to be issued to all participants</p> <p>Ensure transport plans allow for higher than normal dropouts due to bad weather/other factors</p>	<p>This has been set out in the Rules.</p> <p>Transport plan with contingency plans to be finalised – All checkpoints within 4.5 miles of each other and accessible by road.</p> <p>One lap is 13.75 miles and therefore entrants will never be more than 4.5 miles from a checkpoint / race HQ or access roads.</p>	

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That entrants suffer serious injury or worse due to traffic accidents whilst running on roads		3	5	15	M	<p>Routes have been taken away from roads as much as possible</p> <p>Route instructions will emphasise road safety considerations</p> <p>Entrants and Marshals to be required to wear 'hi-viz' equipment at night</p> <p>Allocate Marshals to appropriate points e.g. crossing major roads</p> <p>Erect warning signs at points of danger</p>	<p>Finalise route and ensure that running on roads is minimised by 27th May 2017</p> <p>"Caution Runners" signs to be put in place to alert road users of the event taking place.</p>	
That there is ineffective medical back-up for the event leading to medical issues not being dealt with in a timely or appropriate fashion and deterioration in the medical situation as a result	Entrants Marshals Public Supporters	3	5	15	M	<p>Experienced medical support to be arranged for the event</p> <p>Sufficient first-aiders to be identified in support and given appropriate level of briefing</p> <p>Communication to be made available to all medical back-up at all points</p>	<p>Finalise medical support arrangements by 27th May 2017</p> <p>Establish instructions for first-aiders including dealing with emergency and other medical situations by 27th May 2017</p> <p>Prepare list of key phone numbers by 27th May 2017</p>	

Support Facilities

A key part of any event 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. The race Headquarters and checkpoints provide a range of risks. They need to be adequately equipped with sufficient refreshments to ensure that all entrants are adequately supplied. A number of specific health and safety risks and their management are considered in the section following on from this one.

Risk Assessment – Support Facilities – Completed by Chris Kay (Race Director)

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
The start and finish facilities are inadequate to cope with the numbers involved leading to significant event disruption and repetitional damage.	Entrants Supporters Marshals	2	4	8	M	<p>The village hall to be visited in order to confirm that all necessary facilities are available.</p> <p>Steps will be taken to ensure that any issues arising from 'scaling up' compared to smaller events are identified and properly managed</p>		
That headquarters is insufficiently resourced to provide adequate back-up facilities during the event leading to medical emergencies not being properly handled or significant event disruption due to supplies not being effectively distributed	Entrants Marshals Supporters	3	3	9	M	<p>Ensure that a sufficient number of appropriately skilled people are staffing the HQ 24/7</p> <p>Ensure that adequate communication facilities are in place to coordinate any necessary interventions effectively both with checkpoints and with Race HQ</p>	<p>Develop job roles at HQ and ensure that these are filled by 27 May 2017</p> <p>Prepare and distribute appropriate briefing to group helpers and others by 27th May</p>	

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That checkpoints are unavailable at the last minute due to unexpected emergency leading to event disruption and in worst case scenario cancellation	Entrants Marshals	3	4	12	M	Put in place formal agreements with Race HQ hirers and checkpoint marshals wherever possible. Develop Plan B's for key checkpoints.	Finalise formal agreements by 27th May 2017 Develop contingency plans by 27th May 2017 Reconfirm bookings with Race HQ and all marshals by 27 th May 2017	

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That helpers at HQ and checkpoints are not sufficiently aware of health and safety (including fire risk) or food hygiene issues leading to illness (e.g. food poisoning) amongst event stakeholders	Entrants Marshals	3	3	9	M	Ensure that briefing notes are prepared for Marshals / helpers to update them with health and safety requirements. Review each checkpoint for health and safety hazards. Ensure that fire safety plans for HQ and checkpoints are available. Identify and brief helpers at all checkpoints on health and safety including fire risks. Give clear food hygiene guidance to checkpoint helpers.	Prepare briefing notes and clear food hygiene guidelines for internal agreement by 27 May 2017 Obtain fire plans for HQ by 27 th May 2017 Identify and brief helpers at HQ and checkpoints by 27 May 2017	
That food and drink is inappropriate and causes issues with e.g. dehydration or not catering for vegetarians etc	Entrants	3	3	9	M	Ensure properly balanced nutritional and hydration content of food in sufficient quality to meet likely needs.	Purchase all checkpoint supplies by 27 th May 2017	

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That toilet facilities are inadequate for numbers involved or malfunction on the day	Entrants Marshals	3	3	9	M	Toilet facilities are available at Rampsde Village hall and have been deemed suitable for the numbers on course. At checkpoint 1 there are no toilet facilities, however at Mile 5 runners can use the toilet facilities in Morrisons Supermarket. At check point 2, runners can use the toilet facilities at the Concle Inn Pub.	Finalise checkpoint arrangements including assessment of toilet facilities by 27th May 2017	

Hazard / Risk	Who is at risk	Likelihood (Out of 5)	Impact (Out of 5)	Score	Risk Level H/M/L	Managing the risk: Proposed Action / Control Measure	Further Action needed by date:	Risk MGR / progress (Chris Kay RD)
That a breakdown in supply chain arrangements leads to inadequate food/water/other resources being available to meet walkers needs leading to medical issues (e.g. dehydration) and/or high-level of dropouts		3	3	9	M	<p>Estimate potential resource requirements at each checkpoint</p> <p>Develop mechanisms to ensure that supplies are delivered to each checkpoint at the appropriate time</p> <p>Have in place contingency plans should 'Plan A' for supply deliveries fail</p> <p>Develop contingency plans to deal with extreme (e.g. very hot) weather conditions</p>	<p>Undertake resources needs analysis for each checkpoint by 27 May 2017</p> <p>Finalise plans for providing adequate provisions to each checkpoint by 27 May 2017</p> <p>Ensure that 'Plan B' is in place in case of supply failure by 27 May 2017</p>	

Appendix 1: Risk Scoring System:

Measure 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

Measure 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):

Likelihood		Impact				
		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	

High Risk	16-25	Action required to eliminate or reduce the risk
Medium Risk	8-15	Action highly desirable (10+ action priority)
Low Risk	1-6	Action discretionary

Map of Course including checkpoints / emergency service access points etc.

