



London Youth Games

Regatta Risk Assessment

Summer 2022

London, UK

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IMPORTANT NOTICE

This Risk Assessment has been prepared by Logical Safety Solutions Ltd (LSS) for and on behalf of London Youth Games (LYG). It is based on the discussions and information provided by LYG but does not include any areas, activities, or processes that LSS was not made aware of or where information was not provided before this Risk Assessment was issued.

LSS shall have no liability for matters or information that have not been provided by LYG or which when asked by LSS, LYG did not make LSS aware. Nothing in this statement is intended to exclude LSSs liability for negligence in preparing this Risk Assessment or where the information was provided by LYG but not included or omitted by LSS.

This Risk Assessment should not be reviewed in isolation. It should be read in conjunction with all other applicable documentation which includes but is not limited to any manufacturer's instructions, any relevant standards, HSE guidance, industry best practice guidance, PHE / UK Gov guidance, and LYG event plans.

It is essential that LYG follows the information set out in the Risk Assessment and ensures that all persons involved in the delivery of the event utilise any control measures set out in this Risk Assessment to minimise identified risks. LSS will not be held responsible for a failure by others to follow any agreed Risk Assessment control measures or where they are simply ignored.

© All rights reserved. Use of this Risk Assessment as a whole or in part is restricted to LYG for whom it has been specifically developed for and is bespoke to the work carried out as part of their business undertakings. No other event or organisation may rely upon it. This Risk Assessment is only valid for the period of the event.

Document Management

Client	London Youth Games		
Document Title	Regatta – Risk Assessment		
Prepared by	Eleanor Western	Date	2 nd May 2022
Client approver	Lucy Baines	Date	
Date issued	2 nd May 2022		

Revision History

Revision	Date	Details
V1	2 nd May 2022	Initial assessment for comment and submission
V2	5 th May 2022	Amends from LB

1 Introduction & Activity Overview

- 1.1 Logical Safety Solutions, hereafter referred to as LSS, has been appointed by London Youth Games, hereafter referred to as LYG, to provide a Safety Plan and various Risk Assessments to cover their works throughout the 2022-2022 LYG Season. This RA will cover the Regatta events taking place over the summer period.
- 1.2 Information relating to the event is as outlined in the emails and discussions between Eleanor Western (LSS) and Lucy Baines of LYG along with information provided in supplied project documentation.
- 1.3 See the Event Safety Plan for full details of the activity see the Operations Plan (LYG).
- 1.4 QMSC has hosted the sailing activity for several years and routinely hosts similar activities and events. QMSC will provide the venue and a on the water safety team and infrastructure. It is RYA registered and has submitted safety documentation.
- 1.5 Lee Valley White Water Centre will be utilised for the Kayak activity, this is a specialist centre that are routinely used for Kayaking and similar white water activity. The centre is operated by Better / GLL.

Sport	Venue	Date
Sailing	Queen Mary Sailing Club	25 th -26 th June 2022
Kayak (Sprint / Slalom)	Lee Valley White Water Centre	14 th May 2022

This risk assessment should not be read in isolation, but should be read in conjunction with:

- Event Safety Plan (LSS)
- Event Documentation Issued by LYG

2 Risk Assessment Process

- 2.1 Numerous pieces of legislation require the production of a risk assessment, by a competent person, to identify those hazards associated with an activity or task. This risk assessment will outline those controls measures, (be they physical or procedural) required, where a hazard cannot be eliminated, in order to manage and reduce the risk to a level as low as is reasonably practicable.
- 2.2 The project exists in three distinct phases 'Build, Live Event, Breakdown'. This risk assessment considers and evaluates the risks associated with all 3 elements as is applicable to all work activities managed by LYG.
- 2.3 This risk assessment is presented in two sections; the first considers those commonly occurring hazards and risk associated with a project of this nature. The second looks at the identified Covid-19 specific hazards and potential risks.
- 2.4 This risk assessment has been produced in consultation with LYG and those other key stakeholders, as applicable, who are engaged in the delivery of the event. The risk assessment, once completed and prior to issue, will be reviewed and approved for use by the client.
- 2.5 A numerical 6 x 6 system has been adopted to quantify risk and is explained in detail in the risk matrix below.
- 2.6 It is incumbent upon the event organiser or their nominated person responsible for the management of safety for the project, (LYG), to ensure that the control measures are implemented and managed throughout all phases of the project.
- 2.7 For the purposes of this Risk Assessment document the term Contractor shall be deemed to incorporate all other similar parties including suppliers, traders, exhibitors, artists, performers, media, etc. Public are those others not directly connected with the project but who might be indirectly impacted because of the event.
- 2.8 During the project timeline, a process of continuous assessment and reassessment will be undertaken by the client via their event management structure to ensure appropriate and dynamic risk controls are put in place to reflect those changes which may affect the existing risk controls identified within this assessment and/or those additional developing hazards not covered within this assessment.
- 2.9 A review of this assessment will be made, should further information be received which suggests that the documented control measures are found to be unsuitable, insufficient, ineffective, or where there is a significant change in working practices, or an incident occurs.
- 2.10 The findings of this risk assessment must be communicated to those who will work, or otherwise encounter the hazards and risks identified therein.

3 Risk Matrix

6x6 – Risk Assessment Definitions, Ratings and Matrix Guide

The purpose of a risk assessment is to identify significant hazards, those controls established to eliminate or minimise risk and to prioritise those additional actions required to remove or further reduce the hazard thereby reducing the likelihood of a hazardous event occurring and/or the potential consequences of such an event.

Activity	The task, job or type of work the person(s) are doing.				
Hazard	Anything that has a potential to cause harm				
Hazardous Event	Contact with a hazard				
Likelihood	The level of probability that an accident will occur as a result of contact with or exposure to a hazard.				
Severity / Consequence	Reasonably foreseeable negative outcome following a hazardous event (injury, damage or loss)				
Risk Rating	A calculation based on multiplying the consequence by the likelihood to produce a level of risk associated with the hazard.				
Severity / Consequence =	Minimal	No injury, potential for minor damage No impact on the activity or business	Likelihood =	Rare	Never happened before, no reason to suggest an incident would occur
	Minor	Minor injury requiring basic intervention Minimal impact on the activity or business		Very Unlikely	On the balance of probability, the chances of an incident occurring would cause wide spread surprise
	Moderate	Moderate injury requiring professional intervention Moderate impact on the activity or business		Unlikely	On the balance of probability, the chances of an incident occurring are less than 50/50
	Significant	Significant injury requiring professional intervention and / or hospitalisation Significant impact on the activity or business		Possible	On the balance of probability, the chances of an incident occurring are approximately 50/50
	Major	Major / life changing injuries leading to long term incapacity / disability / single fatality Major impact on the activity or business		Probable	On the balance of probability, the chances of an incident occurring are higher than 50/50
	Catastrophic	Multiple major injuries, life changing injuries or more than one fatality Catastrophic impact on the activity or business		Almost Certain	The next time the activity is undertaken it is almost certain that it will result in an incident

		SEVERITY / CONSEQUENCE					
		1 Minimal	2 Minor	4 Moderate	6 Significant	8 Major	10 Catastrophic
LIKELIHOOD	Almost Certain 10	10	20	40	60	80	100
	Probable 8	8	16	32	48	64	80
	Possible 6	6	12	24	36	48	60
	Unlikely 4	4	8	16	24	32	40
	Very Unlikely 2	2	4	8	12	16	20
	Rare 1	1	2	4	6	8	10

Risk Rating		
01 – 10	Trivial / Very Low	Monitor and review
12 – 24	Tolerable / Low	Monitor and review, additional risk reduction measures should be considered
32 – 40	Moderate / Medium	Additional risk reduction measures should be considered and implemented where practical
48 – 60	Significant / High	Additional risk reduction measures are required along with strict control systems and procedures
80 – 100	Intolerable / Very High	Stop the activity or manage with very strict control systems and procedures

4 Risk Assessment – General Occupational H&S

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
1	Lack of effective planning and communications	<p>Failure of the pre-event planning process and / or the event safety management systems and procedures.</p> <p><i>Effect – failure of the safety systems and procedures resulting in a significant impact upon the event and a potential for physical injury, life changing injuries or death.</i></p>	<p>Staff</p> <p>Contractors</p> <p>Participants</p>	<p>The events are subject to a number of pre-event planning meetings with relevant key stakeholders including contractors and the venue.</p> <p>LYG are responsible for delivering all elements of the events and are responsible for the management and delivery of safety in respect of their undertakings.</p> <p>Safety information will be collated and communicated, as required, to all relevant persons, including but not limited to, employees, contractors, suppliers, statutory bodies, emergency services and such others as applicable so as to ensure all health & safety duties and obligations are adequately discharged and effective systems and procedures are employed to safeguard those working at, participating in, visiting or otherwise affected by the event.</p>	6	4	24	<p>A competent and qualified safety advisor will manage all safety elements on behalf of LYG, when not on site LYG will appoint a competent person to implement the findings of this RA.</p>
2	Venue Selection	<p>Lack of suitable venue and/or activity, display, or activation areas.</p> <p><i>Effect – unsafe / hazardous venues, work, activity, display</i></p>	<p>Staff</p> <p>Contractors</p> <p>Visitors & Guests</p> <p>Participants</p>	<p>The events will take place in Queen Mary Sailing Club (QMSC) & Lee Valley White Water Centre (LVWWC) these are all considered to be suitable and are purpose-built facilities regulated by local authorities.</p> <p>Venues are considered to provide sufficient space for the safe and secure delivery of the event, as well as suitable access and egress arrangements that can be safely adapted, designed and applied for able</p>	6	4	24	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<i>or activation areas resulting in a significant adverse impact upon the event and potential for physical injury</i>		<p>bodied and those requiring wheelchair access to the venue.</p> <p>LYG will liaise and agree with the venues which areas will be open to the public during the event periods and build periods. Where appropriate safe working spaces will be secured to allow for works to take place.</p> <p>The venues have agreed suitable participant capacities based on areas in use and safe capacities.</p> <p>The venue will provide staff to supervise the activity on the water and will provide suitably competent staff and infrastructure for this.</p>				
3	Event layout and configuration	<p>Poorly designed layout and configuration.</p> <p><i>Effect – poor access, circulation and egress for operational vehicles, plant and pedestrians. Increased risk of fire spread.</i></p>	<p>Staff</p> <p>Contractors</p> <p>Visitors & Guests</p> <p>Participants</p>	<p>All event / activity areas afford sufficient space to allow for the safe set up, operation and dismantling of the event infrastructure and associated activities and any ancillary equipment required.</p> <p>As required areas will be limited in access.</p>	6	2	12	See venue specific RA for infrastructure details.

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
4	Arrival and venue installation procedures	<p>Failure to maintain control of equipment Vehicles / vehicle impacts</p> <p>Vehicle/pedestrian impacts</p> <p>Vehicle/venue infrastructure impacts</p> <p><i>Damage to vehicles/infrastructure</i></p> <p><i>Personal injuries</i></p>	<p>Staff</p> <p>Contractors</p> <p>Visitors & Guests</p> <p>Participants</p>	<p>A competent member of the LYG team will be appointed to oversee the safe work of installation and to liaise with contractors, venue and statutory authorities where required.</p> <p>Safe working areas utilising temporary barriers will be erected around all construction area during build/dismantle where there are hazards identified to those working on site.</p> <p>All persons engaged in the delivery of the event will be trained and competent for the tasks they are undertaking.</p> <p>All those working on the event are to be issued with site safety rules and guidelines in advance and each contractor will be responsible for their own working area as required by those safety rules and guidelines.</p> <p>All staff and contractors will undergo a project / site specific safety brief / Covid induction prior to any work commencing.</p>	6	2	12	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
5	Appropriate training and information.	<p>Lack of competent employees, contractors or suppliers to undertake the work activities</p> <p>Lack of suitably qualified supervision of trainees and/or apprentices.</p> <p><i>Effect - Poor standards of safety, non compliance with agreed and established safe systems of work, staff working in an unsafe manner resulting in physical injury</i></p>	Employees Contractors	<p>Only competent employees, contractors and suppliers are to be engaged for the delivery of the event.</p> <p>Suitable levels of supervision must be in place for any trainees or apprentices.</p> <p>QMSC / LVWWC have confirmed that they will provide competent staff to provide on the water safety support.</p>	4	4	16	
6	Appropriate training and information	<p>Unauthorised use/operation by untrained personnel or persons without the appropriate licenses or certification of plant, vehicles and equipment e.g. forklifts, MEWPS,</p>	Employees Contractors	<p>Only authorised, competent, qualified, certificated / licensed employees or contractors to use any plant or equipment which requires evidence of operator competency.</p> <p>Copies of any licences, certificates or training records are to be available upon request.</p>	4	4	16	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<p>cherry pickers, telehandlers etc.</p> <p><i>Effect - Poor standards of safety, non-compliance with agreed and established safe systems of work, staff working in an unsafe manner resulting in physical injury or property damage</i></p>						
7	Appropriate training and information	<p>Employees and contractors not familiar with risk assessments, method statements and event / local site rules and regulations.</p> <p><i>Effect - Poor standards of safety, non-compliance with agreed and established safe systems of work, staff working in an unsafe manner resulting in physical injury</i></p>	Employees Contractors	<p>All employees and contractors to be trained for the activities/tasks they are engaged to deliver. They shall have been provided with all risk assessments and method statements applicable to their undertakings along with any other relevant information required for them to complete their activity/task safely.</p> <p>All employees and contractors to be issued and comply with any event / local site rules and regulations.</p>	4	4	16	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				Employer and contractor supervisors to monitor work activities.				
8	Personal Protective Equipment	<p>Lack of appropriate PPE for the type of work activity being undertaken</p> <p>Exposure to adverse weather conditions due to the issue of in appropriate clothing.</p> <p><i>Effect - potential for physical injury or ill health</i></p>	Employees Contractors	<p>Provision of PPE is the responsibility of the employee's employer and is required following their risk assessment for the activities and tasks being undertaken.</p> <p>No access to the work area for any persons not wearing the required PPE. Employers, security and safety officers are to monitor compliance.</p> <p>Staff working during periods of low light and in areas where they may be moving vehicles to wear a suitable Hi Viz vest / jacket.</p> <p>Weather conditions are to be monitored and appropriate remedial actions taken as required due to the nature of any adverse weather event.</p> <p>Staff working on or adjacent to the water will be required to wear a lifejacket.</p>	4	6	24	<p>Employers / contractors are to have in place suitable and sufficient Risk Assessments and Method Statements (RAMS) to cover their undertakings.</p> <p>Such assessments and method statements to identify any required PPE to be issued and used during the completion of the works.</p> <p>Covid related PPE is covered in the Covid section.</p>

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
9	Manual Handling	<p>Potential for injury to staff due to poor manual handling procedures</p> <p><i>Effect - physical injury</i></p>	Employees Contractors	<p>So far as is reasonably practicable, the employer / contractor shall reduce the need for manual handling activities and/or introduce such measures as required to minimise the risk.</p> <p>Loads should be of a manageable size or additional lifting aids supplied.</p> <p>Delivery of materials should be to a point as close as possible to the point of use.</p> <p>LYG will ensure that those persons directly engaged by them to assist in the delivery of those elements of the event that requires them to undertake work which involves manual handling are physically capable of undertaking such activities and that they have been adequately trained to do so.</p> <p>Mechanical lifting aids should be made available where required. <i>See also forklift truck usage</i></p>	4	6	24	
10	Working Hours	Prolonged working hours, working at night	Employees Contractors	A production schedule is to be generated indicating the extent of working hours.	4	6	24	Working hours should reflect whole day including periods

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<i>Effect - Fatigue, Lack of concentration, physical injury</i>		<p>Contractors are to select staff and staff numbers to suit the anticipated working hours.</p> <p>Access to adequate welfare facilities should be considered.</p> <p>The Event Manager to have authority to suspend work where there is a perceived increased risk due to fatigue.</p> <p>To assist with working hours there will be a relief team who will take over to allow suitable rest periods and welfare breaks for staff.</p>				where staff are required to drive.
11	Working at Height	<p>Falls whilst working at height</p> <p><i>Effect - physical injury, death.</i></p>	Employees Contractors	No works at height to take place.				
12	Transportation and delivery.	Delayed or failed transport and delivery of essential equipment and infrastructure.	Employees Contractors	<p>Reputable hauliers/drivers to be appointed.</p> <p>Clear instructions and destination information is to be supplied to hauliers/drivers.</p>	2	4	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<i>Effect - non-delivery of essential infrastructure</i>		<p>All loads are to be suitably packaged and secured before transporting, to minimise the risk of the load destabilising.</p> <p>Where possible, deliveries should be arranged for periods of low site activity with minimal numbers of public onsite.</p>				
13	Fire Prevention General	Fires arising from waste	Contractors, staff, volunteers, walkers.	<p>Event will take place in outdoor sailing club / water activity centre areas, facilities will have suitable fire safety and emergency evacuation procedures in place. LYG will liaise with QMSC & LVWWC to ensure that there are suitable fire safety measures in place. The venues will be responsible for leading an evacuation.</p> <p>Suitable waste containers will be provided to prevent accumulations of combustible material.</p> <p>Regular site cleaning during will take place to prevent any build up of waste materials.</p> <p>All event areas are no smoking.</p>	6	2	12	<p>N.B. The Event Manager and the venue are ultimately responsible for fire safety on site and will check that reasonably practicable precautions are in place to prevent fire starting; that there are adequate means to evacuate the areas and to give initial first aid fire fighting capability by onsite checks prior to and during the event.</p> <p>Telephone communication will be available on site to summon the Fire</p>

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				Designated smoking areas will NOT be provided in the work area (Covid). Persons must leave the work / event area if they smoke or vape.				Service in the event of a fire.
14	Fire Prevention (Flammable Substances)	Use of flammable liquids & gases	All on site	The use of petrol generators will be prohibited.	0	0	0	
15	Electrical	Shock or burns, also fires from faulty or unsuitable equipment/cables, adverse weather conditions affecting certain equipment.	Site staff, contractors,	<p>The events will utilise the venue power supplies.</p> <p>All electrical equipment and generators are to be supplied and installed by reputable, pre- vetted competent contractors.</p> <p>All electrical systems are to be designed constructed and maintained in a condition suitable for use in the open air; and will be protected as necessary by</p>	6	4	24	All electrical installations and equipment should comply with the general requirements of the Electricity at Work Regulations 1989, i.e. installed, tested and maintained in accordance with the latest edition of the Institution of Electrical Engineers "Regulation for Electrical

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>30mA residual current circuit breakers with an operating time not exceeding 50ms.</p> <p>All generators, distribution boxes etc. are to be positioned/enclosed to prevent unauthorised access, and will be suitably signed.</p> <p>A competent person should test and certify all electrical installation as to its safety on completion.</p> <p>A competent electrical contractor should be available to deal with any problems should they arise.</p>				Installations" and other relevant guidance. Regard will be paid to HSE Guidance Note GS50: "Electrical Safety for Places of Entertainment" and BS7909 "Code of Practice for temporary electrical systems for entertainment and related purposes".
16	Cable Runs	<p>Exposed cables across designated traffic / pedestrian routes</p> <p><i>Effect - damaged cables, trip hazards causing physical injury.</i></p>	<p>Employees</p> <p>Contractors</p> <p>Participants</p> <p>Public</p>	<p>A minimum number of cable runs are to be used. Where possible, cable runs should not be in public areas. If unavoidable, then cable ramps in high visibility colours are to be used.</p> <p>Cables are to be placed in such a way as to prevent slips, trips and falls.</p>	4	4	16	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
17	Noise	<p>Exposure to excessive noise levels</p> <p>Noise nuisance for residents</p> <p><i>Effect - noise induced hearing loss for employees/contractors directly exposed to excess noise for prolonged periods</i></p>	<p>Employees</p> <p>Contractors</p> <p>Participants</p> <p>Public</p>	<p>Sound levels from amplified systems are to be set in accordance with applicable legislation and industry best practise.</p> <p>Sound levels will not interfere with safety communications.</p> <p>Noise control measures must be established to minimise noise disturbance and public nuisance.</p> <p>Employers need to identify noise within the risk assessments where their staff are likely to be exposed.</p> <p>Those persons working in noisy areas of the event are to wear appropriate hearing protection as per their employer's requirements / risk assessment.</p>	4	2	8	
18	General circulation (Obstructions)	<p>Trips and falls arising from obstructions in access/egress routes and circulation areas (for example trailing cables, litter).</p>	<p>Employees</p> <p>Contractors</p> <p>Participants</p> <p>Public</p>	<p>The venues are responsible for maintaining their venue and undertake routine monitoring and maintenance to all areas of the site.</p> <p>Where required LYG will advise the venue of areas of the site that are in disrepair.</p>	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<i>Effect - physical injuries,</i>		<p>Where the event may introduce additional trip and fall hazards LYG shall ensure all areas are kept clear of slip, trip or other similar hazards.</p> <p>EMERGENCY ROUTES shall always be kept clear.</p>				
19	General circulation (Poor floor surfaces)	<p>Trips and falls arising from uneven/damaged flooring</p> <p><i>Effect - physical injuries,</i></p>	<p>Employees</p> <p>Contractors</p> <p>Participants</p>	<p>Any significantly uneven areas not consistent with the normal operating conditions and any damaged surfaces must be reported to LYG and the venue immediately and appropriately highlighted, usually by means of a physical barrier or hazard tape to warn others of the risks until it can be suitably repaired/ replaced.</p> <p>Where necessary, access to the defective areas should be restricted.</p>	4	2	8	
20	General circulation (spillages)	<p>Slips arising from spillages of substances on floor,</p>	<p>Employees</p> <p>Contractors</p> <p>Participants</p>	<p>All spillages creating an environmental issue or significant hazard are to be reported immediately.</p> <p>Clean up is to be performed as soon as possible.</p>	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<i>Effect - physical injuries, exposure to a hazardous substance</i>		Warning Signs as required, for limiting access & raising awareness, should be used until the issue is resolved.				
21	Safety inspection	<p>Insufficient safety checks and inspections undertaken.</p> <p><i>Effect - un safe acts or conditions, poor standards of safety, non compliance with agreed and established safe systems of work, staff working in an unsafe manner resulting in the potential for physical injury</i></p>	<p>Employees</p> <p>Volunteers</p> <p>Contractors</p> <p>Participants</p> <p>Public</p>	<p>LYG, their Event Manager and their appointed safety personnel shall complete periodic safety inspections including a pre-event route inspection to check to confirm that the routes are safe and, in a condition, suitable for its intended use.</p> <p>The Event Manager and/or appointed safety personnel including security and stewarding personnel and marshals shall monitor the event, and the spectator areas to ensure safety systems and procedures are implemented and are effective.</p> <p>They shall monitor the route and associated event activities to identify developing safety concerns, and circumstances to allow for proactive and remedial actions to eliminate / minimise those developing risks.</p>	4	4	16	
22	Promotional Banners	Failure of the promotional banner	Employees	All banner locations to be assessed for suitability.	4	4	16	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<p>due to defective fixtures and fittings, competency of contractors or external influences (items falling into / onto the structure).</p> <p><i>Effect - failure of the structure resulting in physical injury or damage to property / equipment.</i></p>	<p>Contractors</p> <p>Participants</p> <p>Public</p>	<p>All free-standing banners will be adequately weighted to prevent them falling onto persons and collapsing.</p> <p>Use of proprietary fixings for all banners.</p> <p>No branding will obstruct public circulation or cause a trip/fall hazard during deployment.</p>				
23	Branding	<p>Failure of a system designed to secure branding resulting in it falling onto or otherwise striking into a person</p> <p><i>Effect - failure of the structure resulting in physical injury or damage to property / equipment.</i></p>	<p>Employees</p> <p>Contractors</p> <p>Participants</p> <p>Public</p>	<p>All branding should be fixed in a secure manner.</p> <p>All fixings being used to secure branding should be fit for purpose and structurally sound.</p>	4	2	8	
24	Staff and Volunteers Activities (Training)	<p>Training and information.</p>	<p>Voluntary, etc staff and others affected by their acts or omissions.</p>	<p>Briefing sheets will be sent out prior to event, with supervisors/team leaders appointed early.</p>	6	1	6	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>A daily tool box talk must take place with all staff and volunteers prior to work commencing so that everyone understands the scale and scope of the works to be undertaken.</p> <p>Volunteers are to be assessed for suitability with regards to roles.</p>				
25	Staff and Volunteers Activities (Welfare)	Welfare issues.	As above.	Provision of sanitary facilities, food and water will be available during working hours. Staff working outdoors are to be advised in advance and have access to shelter and suitable breaks.	2	1	2	
26	Staff and Volunteers Activities (Comms)	Control and communication	As above	<p>Ongoing supervision takes place throughout all phases of the event.</p> <p>Radio and mobile phone systems are available to all supervisors.</p>	6	1	6	
27	Staff and Volunteers Activities (PPE)	Personal Protective Equipment	Staff opening water bottles and litter picking.	<p>Safety knives will be issued and non issued knives must not be used.</p> <p>Gloves will be provided for litter picking.</p>	4	4	16	All persons working or visiting the site will be advised that they must have suitable face coverings. LYG will have

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>Individual contractors must provide their own staff with PPE.</p> <p>All persons working on the event will wear PPE as appropriate to the task at hand, or/and where their Risk Assessment identifies the need. (see Covid section for covid related PPE).</p> <p>Areas where PPE is required must be excluded and secured against access to others not wearing that required PPE.</p>				a provision of spare face coverings.
28	Lighting	Lighting levels	As above.	<p>Most activity on site is during the hours of daylight. Additional temporary lighting will be in place</p> <p>Site Manager and ESC will assess lighting levels throughout all phases of the event, but particularly during build and de-rig.</p>	4	2	8	
29	First Aid & Medical	Potential inability to deal with numbers of incidents due to high attendance or	All persons at event site	LYG have appointed a competent Medical Director.	8	2	16	See the Medics documentation for full details.

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		occurrence of a major incident.		<p>Medics will oversee all medical arrangements for the event, see the Medical Plan for full details.</p> <p>Presence of first-aid personnel at the event area, these are to be visible and able to be summoned as required.</p> <p>Medics are to liaise with the on the water safety team to ensure that any handover can take place in a safe and efficient way.</p> <p>Medical team will not enter the water at any time without supervision / agreement of the on the water safety team.</p>				
30	Wet Weather Issues	Staff getting cold and wet.	Staff	<p>Staff and volunteers are informed in briefing documents to bring suitable clothing for the prevailing weather conditions.</p> <p>There will be suitable welfare areas for staff to shelter, these areas will be Covid compliant.</p>	6	4	24	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				Daily weather forecasts will be checked by the ESC and LYG Management advised on any severe or unexpected weather conditions forecast.				
31	Slips, Trips & Falls	Site completion hazards – remaining slip and trip hazards	Staff, competitors and public	<p>Site checked in advance of opening by Event Manager.</p> <p>All cables to be routed in such a way that they will not cross the routes or staff walkways areas.</p> <p>Where cables do cross walkways, they will be highlighted and covered in high visibility covers designed for that use.</p> <p>All floor surfaces that have been laid will be examined by LYG and they must be flat and level with no deviations before being signed off.</p> <p>Timing mats will be placed and secured in such a manner that they are secured and flat, with cables leading from the outer edges also secured and covered to prevent tripping.</p>	6	2	12	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
32	Insect Bites	Staff receiving insect bites	Staff	<p>In areas where it is likely that bites or stings may occur – grassed outdoor areas, then either long trousers or insect repellent should be worn.</p> <p>Particular care should be taken at sunrise and sunset when insects are most active.</p> <p>Persons with bites should be seen by medics and the bites /stings monitored. If required, the person is to receive further treatment from GP or similar as appropriate.</p> <p>If it is a suspected Tick Bite, then GP advice should be sought immediately; symptoms of a tick bite include a bullseye rash and flu-like symptoms.</p>	2	4	8	
33	Emergency Procedures	Lack of suitable emergency procedures resulting in injury / illness	All on site	<p>The venues are established and has suitable emergency procedures in place. LYG will familiarise themselves with these and share with key persons working on site.</p> <p>In an emergency the venue would lead the response and LYG will assist as directed.</p>	10	1	10	On water emergency procedures see sport specific section.

5 Risk Assessment – All Regatta Activity and Competitions

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
1	Participant Health	Participants with pre-existing health problems or injuries, these may be exacerbated by participating in the event.	Participants	Borough Team Organisers are to ensure that their participants are in suitable health to participate. Medics will be present at the event, participants who are advised by medics against taking part will be unable to do so by LYG.	4	2	8	
2	Clothing / Footwear / Safety Equipment (PPE)	Participants wearing unsuitable clothing and or footwear resulting in injury	Participants	Competition rules set out suitable clothing and footwear and if any items are not permitted. Competition Directors will monitor this on the event day. Unauthorised kit will not be permitted. Competition Rules to state which PPE is required by participants and when they are required to provide it themselves. Without suitable PPE participants will not be permitted to participate. Life jackets will be worn when on the water.	8	2	16	Participants will be advised to bring dry clothes. Changing areas will be available.
3	Participant Welfare	Bullying or aggressive actions by participants Coaches or parents displaying abusive behaviour towards participants.	Participants	Participants / BTO representatives are required to agree to a Code of Conduct, this addresses participant and coach behaviour. LYG has an anti-bullying policy in place. Competition Director will deal with any aggressive or foul play during the competition.	2	4	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		Safeguarding concerns Regarding participants. Participants becoming lost / separated from their BTO / family		LYG will have a member of staff who has suitable safeguarding training to deal with any safeguarding issues that arise on the day. LYG staff will address any safeguarding concerns with relevant BTO's. If necessary parents or coaches will be asked to leave the event. The LYG lost child plan will be in place for the event, key staff will be aware of the procedures and actions that are required. All staff and volunteers will be aware of the lost child plan, they will be advised that no person should be left alone with a child at any time and that if they come across a lost child they should remain in a public place and advise key staff immediately.				
4	Sailing / Kayaking – poor supervision / control over activities	Injury and or risk of drowning as a result of lack of control / supervision Unsuitable equipment in equipment resulting in injury	Participants	All equipment used will be supplied by the BTO participant and will be checked within their management systems. BTO to ensure participants are suitably experienced and competent to take part in activities.	10	1	10	BTO will recruit and vet teams in all sports. All sporting activities and arrangements should be agreed by LYG.

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>Safety boats with experienced lifesaving crew will be deployed on the water at all times when participants are on or in close proximity to the water.</p> <p>Where in use Safety Boats are sourced by QMSC / LVWWC and have suitable insurances.</p> <p>All participants must wear appropriate life jackets / buoyancy aids whilst taking part in water based activity.</p> <p>Participants must wear other appropriate safety equipment where required by their sports rules / guidelines. Competition Director to ensure this is in place prior to event.</p> <p>Participants to be suitably dressed for their event, any persons deemed to be inadequately dressed will not be permitted to take part.</p> <p>Venue will have on the water emergency procedures and staff in place should there be an incident.</p> <p>All participants are part of organised Borough Teams who are supervised whilst not participating in activities by their Team Managers or BTO's.</p> <p>Whilst participating in the regatta the participants will be supervised by an appropriate number of experienced or where necessary appropriately</p>				<p>Competition Director responsible for overseeing and compliance with arrangements.</p> <p>BTO responsibility to provide suitable safety equipment as set out in the sport rules / guidelines.</p> <p>Equipment provided to participants to be fit for purpose and have had appropriate checks / inspections carried out to ensure that they are suitable for use.</p> <p>Equipment / kit brought by BTO to have carried out their own inspections and checks to ensure suitable for use.</p>

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>qualified staff relevant to the activity, being undertaken – details of the Competition Director to be found in the Event Delivery Plan for LYG 2022.</p> <p>All supervision and implementation of rules as to how the activity is undertaken will be to the appropriate sports governing bodies' rules implemented by the Competition Director.</p> <p>BTO to provide / ensure participants have suitable kit and safety equipment. Competition Director to ensure all participants has appropriate equipment.</p> <p>Participants who appear to be acting in an inappropriate/dangerous manner will be withdrawn from the event by the supervisor/referee.</p>				
5	Regatta - lack of preparation	Injury as a result of lack of warm up	Participants	<p>All participants to be given the opportunity, and given the encouragement to do warm-up exercises appropriate to the proposed activity.</p> <p>All participants required to be a certain competency to participate (see sports specific section).</p>	8	2	16	See sport specific section.
6	Regatta – collision between equipment , persons, vessels	Interaction between participants, other participants and spectators resulting in injury or persons knocked into the water or similar	Participants, Staff, Spectators	<p>LYG Event Team to ensure that there is time or space separation when participants are entering water and getting into position for competition start.</p> <p>LYG Event Team to ensure that spectators retain a suitable distance from pontoon or preparation areas</p>	8	2	16	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				to avoid conflict with vessels, participants and spectators. Races to have their own lane participants will be penalised if they leave their lane.				
7	Regatta – incompetence and inexperience	Inexperienced participants – resulting in drowning and or injury	Participants	All participants will be experienced in the activity as they will have had to qualify within their own Borough group in order to attend the event. Sailing entry rules state that Team Managers must ensure their competitors have sufficient experience to be comfortable on the water, and able to handle Lee-shore landings in F5. All sports must adhere to the terms and rules of participation. All competitors to be competent swimmers.	10	1	10	Responsibilities of BTO to ensure control measures are implemented.
8	Regatta – slips and trips	Slips trips and falls in activity area due to equipment & clothing resulting in injury or falls into water	Participants/ Staff / spectators	All activity areas to be checked before use. Whilst activity area is in use it is under supervision by qualified staff appropriate to sport and supporting staff who will ensure that areas remain clear of equipment/ clothing which may become a hazard. Storage areas highlighted and established. Spectators will be restricted access to the participant areas.	8	2	16	Responsibilities of LYG and Competition Director to ensure control measures are implemented.
9	Regatta – jewellery / <u>unsuitable clothing</u>	Jewellery – projecting or hanging jewellery	Participants	The wearing of hanging or projecting jewellery for regatta activities such that the jewellery could be	8	1	8	Responsibilities of Competition Director to

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		caught during activity		caught on equipment or similar and pulled away causing injury -should be prohibited.				ensure control measures are implemented.
10	Regatta – Lack of competent safety equipment and personnel	Unsuitable supervision resulting in poor safety management and or lack of emergency response resulting in injury or drowning risk	Participants – staff etc.	<p>LYG in conjunction with the Competition Directors and ‘Central Safety’ Team will manage the safety of all land and water based activities. The venues will provide competent staff and infrastructure including boats to facilitate on the water rescues.</p> <p>Venues are providing changing areas and toilet facilities.</p> <p>As appropriate safety boats with experienced and competent crew will be deployed on the water at all times when participants are on or in close proximity to the water.</p> <p>All participants must wear appropriate personal flotation devices whilst taking part in water based activity including activity at water’s edge. Flotation devices must be marked with relevant British Standard marking and or CE mark, these must be checked for suitability by BTO or competent persons.</p> <p>First aid and emergency procedures in place should there be an incident.</p> <p>Competition Director to advise if helmets are required to be worn.</p>	10	1	10	<p>Responsibilities of venue and Competition Director to ensure control measures are implemented.</p> <p>All personal flotation devices must conform to British Standard EN ISO 12402-3 2006. They should be well maintained and checked regularly. PFD’s should fit the wearer well and be of the correct size.</p>

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
11	Water Quality	Leptospirosis – Weill's Disease	Public Participants Staff	<p>QMSC / LVWWC to confirm that the water quality is suitable for activities.</p> <p>Where practicable – scum can be segregated by booms and drawn off.</p> <p>Scum/foam should be removed where wind conditions pose a risk to the viewing public.</p> <p>All participants should receive information in briefing pack about how to protect themselves from Leptospirosis – e.g. hand washing, covering cuts, and hygiene whilst eating and drinking; and also describe symptoms which they should be aware of which would prompt a visit to seek medical advice.</p>	6	2	12	
12	Blue Green Algae	Blue-Green Algae (cyanobacteria) – can cause skin rashes, nausea, vomiting, stomach pains, fever and headaches	Participants, officials, Animals	<p>QMSC / LVWWC to monitor blue-green algae levels and provide suitable signage around the venue advising of health risks.</p> <p>Participants, staff and spectators are advised to follow warning signs present on site.</p> <p>Venue to carry out suitable regular risk assessments on blue-green algae levels. The shoreline should be regularly assessed for levels of algae and scum.</p> <p>If there are substantial levels of scum and algae the decision may be taken with LYG and the Competition</p>	6	2	12	Blue-Green algae does not cause death in humans (however if consumed in significant quantities, it can in animals). It can cause illness in humans, however this is if the person comes in into significant contact with large blooms of algae or scum and do not take warning advice.

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>Director to take additional measures, altering the route / area on lake to avoid large deposits or to cancel the event.</p> <p>No swimming permitted.</p> <p>BTO to ensure that information regarding blue-green algae is passed to participants and precautionary measures are taken.</p> <p>Persons advised not to drink water and to wash hands frequently if in contact with water.</p> <p>Participants encouraged to shower after taking part in activity.</p> <p>Clean water provided to rinse off wetsuits / clothes. Wet clothes materials should not be stored.</p> <p>Any participants who do come into contact with water should monitor any symptoms and seek medical advice where necessary.</p> <p>Persons to be advised that Blue-green algae can be fatal in animals and therefore should be kept away from water.</p>				<p>There has been previous reports of blue-green algae within QMSC, therefore QMSC have a process in place for monitoring this, and in addition they have signage around the site to advise water users of the potential risks of blue - green algae. LVWWC will confirm they are monitoring water quality.</p>
13	Weather	Illness or exacerbation of on-going condition due	All	Weather forecast monitored and appropriate actions taken as required.	6	2	12	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		to as extremes of weather		<p>Competition Director to take appropriate action based on weather conditions and forecast – this may mean delaying or cancelling activities.</p> <p>In the event of a local electrical storm all persons should be removed from the water and at risk areas. Persons should be directed into the clubhouse or their vehicles if space in the clubhouse is limited.</p> <p>Drinking water readily available for all persons.</p> <p>Suitable shaded areas available on site for participants / staff.</p> <p>Sun cream / suitable clothing to be worn.</p> <p>Borough teams are to ensure participants have suitable clothing and sun protection, suitable warm dry clothes available for participants to change into following activity.</p> <p>Wet weather clothing to be in place.</p> <p>Medical cover to take weather forecast into consideration.</p>				
14	Use of Power boats or other motor driven craft	Risk of injury from propeller collision with other water users	All in area	<p>Only competent and trained persons to use power boats.</p> <p>Use of power boats limited to the Safety Boat, this is to be crewed by competent persons.</p>	10	2	20	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				Engine and propeller to be away from the persons in water at all times. Engine to be off when recovering or transferring persons.				
15	Quagga Mussel	Quagga Mussel – potential infestation of lake causing harm to wildlife and infrastructure	Lake wildlife and infrastructure	<p>Participants will be advised to always clean and dry personal equipment before and after use, this includes equipment (paddles / boats) and clothing (where necessary).</p> <p>LYG to send out relevant information to sailing competitors and confirm with venue if they have any further requirements.</p>	2	2	4	LYG to send out relevant information to competitors and confirm with venue if they have any further requirements.
16	Emergency Procedures on the water	<i>Lack of suitable water safety emergency procedures in place / lack of competent person in place to oversee emergency</i>	Participants, Event staff	<p>LYG have confirmed the venues will provide on the water rescue provision and infrastructure.</p> <p>Competition Director for each Competition will be responsible for implementing suitable emergency</p>	10	2	20	The Competition Director will ensure that the safety boats are suitable and fit for purpose and that the crew and 'Central Safety' procedures are

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		<i>response resulting in injury / illnesses</i>		<p>procedures on the water. All water rescue operations will be undertaken by competent persons with suitable equipment. The Competition Director will be responsible for ensuring that these plans are documented and implemented.</p> <p>Competition Director / venue are to submit suitable safety documentation, competence levels and emergency procedures.</p> <p>Safety boat to be in place, these are to be well maintained and suitably insured.</p> <p>Competent first aid provision in place on the land.</p> <p>There will be suitable communications between water rescue and land medical team.</p>				suitable and appropriate for the nature of the event.

6 Risk Assessment – Kayak – LVWWC 14th May 2022

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
1	Venue – Lee Valley White Water Centre	Unsuitable playing area for the proposed sport or activity resulting in injury.	Participants, officials, staff	<p>Lee Valley White Water Centre (LVWWC) is an established white water activity centre operated by Better (LA) routinely inspected by the Local Authorities. It is routinely used for a variety of water sports.</p> <p>LVWWC have not identified any issues with their facilities and will provide confirmation of the water quality.</p> <p>LVWWC will provide an on the water rescue provision.</p> <p>The club has secure access, with only authorised persons in attendance.</p>	10	2	20	<p>If the venue flag up any issues or concerns with the venue or playing areas LYG are to liaise with them to discuss actions and alternative options.</p> <p>Competition Directors are to ensure that sports are set up in accordance with guidance by the Sports governing body.</p>
2	Spectators	Unsuitable spectator areas resulting in overcrowding and injury	Participants, officials, staff	<p>Spectators will be permitted to attend the event within the spectator viewing areas.</p> <p>No spectators will be permitted within unauthorised areas.</p>	6	2	12	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
3	Parking / Traffic Management	Unsuitable parking provision, lack of pedestrian routes.		On site parking provision will be used for the event.	2	2	4	
4	Kayaking	Poor management of the sports activity resulting in injury Unsuitable space / distance separation resulting in collision / injury.	Participants, staff, officials.	Participants are required to have independent experience on water or equivalent to the 'New Discover Award'. Buoyancy aids will be required to be worn by all participants. Participants will be required to line up on start line in control of their boat and will be required to remain in their own lane. Competent staff on the water to monitor and oversee. Participants who cannot demonstrate competency will be removed. Venue will provide suitable water rescue staff and infrastructure. For Slalom Spray decks must be worn (fitted correctly) and participants must be competent in the event of capsize.	8	2	16	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
6	Welfare Provision	Lack of suitable welfare resulting in illness / injury	Participants, staff.	LVWWC has suitable toilet provision in place for persons present.	2	2	4	
7	Electrical	Shock or burns, also fires from faulty or unsuitable equipment/cables, adverse weather conditions affecting certain equipment.	Site staff, contractors,	The event will utilise the existing mains power. LYG to ensure that electrical equipment in use is suitable for the proposed use and that visible checks are undertaken. Equipment which is obviously damaged (including cables) will not be used.	6	2	12	
8	Cable Runs	Exposed cables across designated traffic / pedestrian routes <i>Effect - damaged cables, trip hazards causing physical injury.</i>	Employees Contractors Participants Public	A minimum number of cable runs are to be used. Where possible, cable runs should not be in public areas. If unavoidable, then cable ramps in high visibility colours are to be used. Cables are to be placed in such a way as to prevent slips, trips and falls.	4	4	16	

7 Risk Assessment – Sailing – QMSC 25th -26th June 2022

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
1	Venue – Queen Mary Sailing Club	Unsuitable playing area for the proposed sport or activity resulting in injury.	Participants, officials, staff	QMSC is an established Sailing club which has been used previously by LYG. It operates on a daily basis and is routinely inspected by the Local Authorities. QMSC will provide infrastructure, equipment and emergency safety water cover.	10	1	10	If the venue flag up any issues or concerns with the venue or playing areas LYG are to liaise with them to discuss actions and alternative options. Competition Directors are to ensure that sports are set up in accordance with guidance by the Sports governing body.
2	Spectators	Unsuitable spectator areas resulting in overcrowding and injury	Participants, officials, staff	Spectator viewing areas will be established. No spectators permitted in unauthorised areas. Spectators required to adhere to venue safety procedures / instruction.	2	2	4	
3	Parking / Traffic Management	Unsuitable parking provision, lack of pedestrian routes.		On site parking provision will be used for the event. Suitable pedestrian routes in place that are segregated from vehicles.	2	2	4	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
4	Sailing	<p>Poor management of the sports activity resulting in injury</p> <p>Unsuitable space / distance separation resulting in collision / injury.</p> <p>Lack of competent participants</p> <p>Unsuitable equipment (including PPE)</p>	Participants, staff, officials.	<p>Participant boats must be suitable for use and fit for purpose, competition director will have the authority to remove boats from use where they are felt to be unsuitable for use.</p> <p>Participants must be competent on the water and able to handle Lee-shore landings of force 5 (19-24 mph)/STAGE 3.</p> <p>Participants who cannot demonstrate competency will be removed.</p> <p>Suitable clothing must be worn by participants.</p> <p>Suitable and sufficient life jackets must be worn by participants.</p> <p>Venue will provide suitable water rescue staff and infrastructure.</p> <p>Competition Director & Venue will ensure that there are no other activities taking place on</p>	8	2	16	<p>Lifejackets must comply with ISO 12402.</p> <p>See venue RA.</p>

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				the water that would conflict with the competition.				
6	Welfare Provision	Lack of suitable welfare resulting in illness / injury	Participants, staff.	Venue has suitable toilet provision in place.	2	2	4	
7	Electrical	Shock or burns, also fires from faulty or unsuitable equipment/cables, adverse weather conditions affecting certain equipment.	Site staff, contractors,	The event will utilise the existing mains power. LYG to ensure that electrical equipment in use is suitable for the proposed use and that visible checks are undertaken. Equipment which is obviously damaged (including cables) will not be used.	6	2	12	
8	Cable Runs	Exposed cables across designated traffic / pedestrian routes <i>Effect - damaged cables, trip hazards causing physical injury.</i>	Employees Contractors Participants Public	A minimum number of cable runs are to be used. Where possible, cable runs should not be in public areas. If unavoidable, then cable ramps in high visibility colours are to be used. Cables are to be placed in such a way as to prevent slips, trips and falls.	4	4	16	

8 Risk Assessment - COVID-19 SPECIFIC

The event, shall follow the latest Government and Public Health England guidance regarding COVID-19. At the time of writing the activity will take place when the legal COVID-19 measures have been removed and replaced with guidance.

All participants / workforce including volunteers and Competition Directors advised to assess their personal risk of attending the LYG events, in line with Government guidance LYG will encourage persons to:

1. Get vaccinated.
2. Let fresh air in if meeting others indoors.
3. Practise good hygiene:
 - wash your hands
 - cover your coughs and sneezes
 - clean your surroundings frequently
4. Wear a face covering or a face mask.

In addition in line with current guidance the following measures are proposed:

- All persons advised not to attend if they have symptoms / have tested positive for COVID-19
- All participants / workforce including volunteers and Competition Directors advised to assess their personal risk of attending the LYG events
- Workforce will be advised to do Lateral Flow tests as appropriate
- Face coverings will be advisable when indoors in crowded areas (Leisure Centres / venues may have specific rules that require adhering to)
- All persons will be encouraged and have access to hand washing / sanitiser
- All equipment and infrastructure will be routinely cleansed

9 Covid Specific Risk Assessment – Workforce

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
C1	Staff & Contractor selection	Having already infected or potentially infected staff working on site and passing on infection	Staff Contractors Visitors Guests Participants	All workforce will be advised not to attend if they have symptoms or are positive for COVID-19. Workforce advised to test should they have had close contact with persons who have COVID-19 or have symptoms (or as deemed appropriate by LYG).	4	2	8	LYG will have a reserve of LFT for staff.
C2	Travelling to Worksite	Transmission or contracting the virus to/from others.	All those travelling to and from the worksite	LYG staff are advised to take caution when using public transport and follow transport provider guidance.	4	2	8	
C3	Use of shared workplace facilities	Transmission or contracting the virus to/from others.	All workforce	Cleansing to be undertaken routinely in venues, LYG to agree schedule with venues. All workforce will be advised to routinely hand sanitise or wash hands. Internal areas will be suitably well ventilated – venues to confirm. Work areas will be secured as far as is reasonably practicable to prevent access from the public and other workers.	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
C4	Access and egress to worksite	Transmission or contracting the virus to/from others.	All those attending the worksite	Workforce advised to follow venue guidance. Use of hand sanitiser routinely.	4	2	8	
C6	Use of Welfare facilities	Transmission or contracting the virus to/from others.	All those using welfare facilities	Suitable welfare facilities are to be in place including access to hand sanitiser.	4	2	8	
C7	Use of toilets by workforce	Transmission or contracting the virus to/from others.	All the workforce and visitors	Suitable toilet facilities with hand washing are to be in place for all events. These will be routinely cleansed by venues.	4	2	8	
C8	Cleaning of the Work Site	Transmission or contracting the virus to/from others.	All employees Contractors and visitors entering the workplace	LYG will liaise with venues to ensure that there is a robust cleaning regime. Hand sanitiser must be provided all around the workplace for use by the workforce and visitors. Should any person with symptoms of COVID 19 visit the workplace or develop symptoms whilst present, all areas where they have been in contact will be isolated and thoroughly disinfected prior to reuse.	4	2	8	
C9	Worksite symptoms	Personnel developing symptoms of COVID 19 whilst at work and infecting others	All persons on site and all who may come into contact with them	If any member of the workforce or visitor develops a high temperature or a persistent cough (or other symptoms) whilst at the worksite they should: 1. Thoroughly use hand sanitiser and ask them to put on nitrile gloves, this will reduce spread, instruct the person not to touch their face if possible.	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>2. Be provided with and wear a face mask to BS 14683 Type II (also known as standard masks) until they leave the workplace</p> <p>3. Return home immediately</p> <p>4. Avoid touching anything</p> <p>5. Cough or sneeze into a tissue and put it in a clinical waste bin, or if they do not have tissues, cough, and sneeze into the crook of their elbow.</p> <p>They must then follow the guidance on self-isolation / testing.</p> <p>LYG must maintain a stock of face masks and tissues to give to people who appear to have symptoms of COVID 19 whilst on the premises</p> <p>Any person with symptoms similar to those of COVID 19 disease should inform their Line Manager, stay at home, and follow government advice on self-isolation. For assistance they should visit https://111.nhs.uk/covid-19 for further advice.</p> <p>Also see above – cleansing of the workplace.</p>				
C10	Shared Equipment and Tools (including sports kits)	Transmission or contracting the virus to/from others.	All equipment and tool users and all others who may come into contact with them	<p>Routine cleansing of hands and shared equipment to take place.</p> <p>Clear guidance on roles and responsibilities</p>	4	2	8	
C11	Medical Cover	Inadequate medical cover leading to delays in treatment	All being treated and those who	LYG will appoint suitably competent medical personnel to provide for the needs of the workforce, and subsequently the participants.	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		and possible virus transmission to others	come into contact with them	The medical provider will ensure that a full medical needs assessment is undertaken and ensure COVID measures are undertaken.				
C13	Lack of Briefing / Inductions	Transmission or contracting the virus to/from others.	Workforce	Workforce briefings will take place routinely and will cover all the major elements of working safely during Covid-19.	4	2	8	

10 Covid Specific Risk Assessment – Venue, Participants and Spectators

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
C1	Venue	Lack of suitability of venue, poor Covid safety measures	Staff Contractors Visitors Guests Participants	All venues are established Leisure Centres regulated by the local authority. LYG will liaise with all venues to determine what existing Covid safety measures are in place. LYG will communicate venue safety measures to participants and workforce.	4	2	8	LYG will seek to use alternative venues where appropriate.
C2	Participant / Spectator	Having already infected or potentially infected participants / spectators on site and passing on infection	Staff Contractors Visitors Guests Participants	Spectators will be permitted to attend. Spectator areas will be clearly marked out, where possible this will minimise crossover with participant assembly areas.	4	2	8	
C3	Travelling to the event	Transmission or contracting the virus to/from others.	All those travelling to and from the worksite	LYG will recommend that all participants and spectators follow the latest government guidance when travelling to the venue.	4	2	8	
C4	Use of shared event spaces within the venue	Transmission or contracting the virus to/from others.	All persons present	LYG will implement a robust cleaning regime to ensure that shared areas will be routinely cleaned. LYG will agree with venues on cleaning regimes and procedures. Kayaking and Sailing will take place outdoors.	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				Welfare areas will be signed, and hand cleansing solutions provided.				LYG will liaise with venues on suitable spaces and ventilation.
C5	Access and egress to venue	Transmission or contracting the virus to/from others.	All those attending the worksite	Participants will be advised on the timings of the event and advised not to arrive outside of these times.	4	2	8	
C6	Use of Welfare facilities / Changing facilities	Transmission or contracting the virus to/from others.	All those using welfare facilities	There will be welfare areas available for use. Suitable changing room provision in place. These areas will be routinely cleansed.	4	2	8	
C8	Participant / Spectators becoming symptomatic	Visitors developing symptoms of COVID 19 whilst at the event	All persons on site and all who may come into contact with them	If any visitor develops a high temperature or a persistent cough (or other symptoms) whilst at the event they should be seen by event medics and taken to a suitable 'quarantine' area, medics will then advise they; 1. Thoroughly use hand sanitiser and ask them to put on nitrile gloves, this will reduce spread, instruct the person not to touch their face if possible. 2. Be provided with and wear a face mask to BS 14683 Type II (also known as standard masks) until they leave the event. 3. Return home immediately (travel to be considered if they are the only driver).	4	2	8	See medical plan for full details.

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
				<p>4. Avoid touching anything</p> <p>5. Cough or sneeze into a tissue and put it in a clinical waste bin, or if they do not have tissues, cough, and sneeze into the crook of their elbow.</p> <p>They must then follow the guidance on self-isolation and not return to work until their period of self-isolation has been completed.</p> <p>Also see above – cleansing of the workplace.</p>				
C9	Shared activity equipment (life jackets, boats)	Transmission or contracting the virus to/from others.	Participants / Spectators	<p>Shared equipment will be routinely cleansed and persons using advised to cleanse hands routinely.</p> <p>All other persons will be advised not to touch equipment or infrastructure.</p> <p>Where possible participants will bring their own equipment, this will then be inspected by Competition Officials as appropriate.</p>	4	2	8	
C10	Customer Facing staff	Transmission or contracting the virus to/from others.	Workforce / Participants / Spectators	<p>Customer facing staff will be advised to maintain 2 metre social distancing and advised to wear suitable face coverings (face covering use not mandated).</p> <p>Where practical Perspex screens or shields can be used.</p> <p>LYG will intend to share all relevant information in advance of the event to minimise the need for face to face conversations and discussions.</p>	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
C11	Medical Provision	Lack of competent medical staff and procedures resulting in transmission or contracting the virus to/from others.	Workforce / Participants / Spectators	<p>Competent medical team are to be on site.</p> <p>There is to be a suitable medical isolation area in place at all venues.</p> <p>All medical personnel will have suitable and sufficient PPE.</p> <p>LYG and medics are to agree on suitable procedures for getting participant home should they experience Covid symptoms.</p>	4	2	8	
C12	Competition Officials / Volunteers	Transmission or contracting the virus to/from others.	Workforce / Participants / Spectators	<p>Competition Officials to routinely undertake hand sanitising.</p> <p>Competition Officials will be advised to wear a face covering if they feel comfortable.</p> <p>LYG will ensure that there are suitable numbers of Competition Officials to manage the activity, where appropriate the number will be reduced or increased as required.</p> <p>LYG may consider reserve competition officials in the event that some may need to isolate or be unable to attend.</p>	4	2	8	
C13	All sports	Transmission or contracting the	Workforce / Participants / Spectators	Advance registration will be in place for all sports and competitions. On the day teams will register on site so that LYG know they are in attendance.	4	2	8	

Ref	Activity	Hazard & Consequence	Who is at Risk	Control measures that must be in place to achieve the residual risk rating	Risk Rating			Actions/Comments
					S	L	RR	
		virus to/from others.		<p>Suitable time and space separation between participants will be in place.</p> <p>As far as is practicable social distancing will be encouraged between teams outside of the periods of participation. This will not be enforced.</p> <p>Contact with equipment is to be limited to necessary contact only. Where appropriate designated persons allocated to set up and remove equipment.</p> <p>Participants responsible for cleansing their own kits.</p>				