

Rushcliffe Event Safety Advisory Group

Meeting Notes

Tuesday 14 June 9.30am

Rushcliffe Arena

Present

Phil Scotney, Rushcliffe Borough Council Environmental Health (Chair)

Ginette Taylor, Rushcliffe Borough Council Community Development

Nicola Wells, Rushcliffe Borough Council Community Development

Karen Emery, Emergency Planning

Peter Harris, Rushcliffe Borough Council Licensing

Jayne Walters, Notts Police

Heath Phillips, Via EM

Steve O'Sullivan, Via EM

Serena Clivery, Rushcliffe Borough Council Environmental Health

Guests

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Steve Paley, Outlaw

Item 1 – [REDACTED]

- [REDACTED] supplied brief event overview
- [REDACTED] is a fundraising half marathon organised by [REDACTED]
- [REDACTED] taking place on [REDACTED]
- 900-950 runners, starting at [REDACTED]
- Runners chip timed to track on route and course time limit is 2 ½ hours because of the time of year making runners more vulnerable
- Red Cross provide medical cover
- Volunteers act as marshalls, including on TM points at start. Side roads on route are controlled by phased closures

OFFICIAL

- Marshalls receive training pack and briefing and area linked to event control by radio
- Race adjudicator from UK Athletics gives race feedback annually to improve course and runner experience e.g currently looking at finish line and pushing it back down an incline to give better run off
- Questions/ observations from Group
- PH & HP reminded promoter of importance of one-to-one marshall training – briefing packs are good, especially if they include layout plans for staff on TM, but needs to be supported by face to face guidance
- HP queried practice of using volunteers in TM roles, not a common practice as there is an expectation that this is a 'competent person' and therefore usually a professional in this role. HP recommended that promoter looks again at this activity with a view to bringing in a professional contractor, or as a minimum standard but in a professional training provider.
- HP outlined that "the gold standard" for road races going forward is to operate them on closed roads where possible, thereby designing out more of the TM requirements.

Item 2 – [REDACTED]

- Promoter gave verbal event overview
- Date of 2019 event [REDACTED]
- Rides start and finish at Victoria Embankment
- Addition of Saturday running event for the first time
- Event docs available on RD
- Chip timed bibs for the first time
- Questions/ observations from Group
- KE – Supply promoter new Lost Child/ GDPR template

Item 3 – [REDACTED]

- Promoter gave event overview
- [REDACTED] held annually in May for 10 years
- [REDACTED] by local groups and raced on route through village
- Event is one of several organised by residents and the parish council [REDACTED]
- Promoters use their own template EMP from Parish Council ([REDACTED] available on RD)
- Medical cover is supplied by Newark First Responders (6 crew and an ambulance)
- Comms is via radio with telephone back up
- Annual safety review conducted by promoter after event
- TM application in progress for race route with Via EM
- Car parking area brought in for the first time this year to reduce on street parking in area
- Questions/ observations from Group
- PH queried to what standard are the karts built to and who decided if they are safe to race? Promoter said pre race assessment was carried out by organisers based upon experience of building in previous years. Will take feedback and look to develop a standard specification.
- NW queried training for volunteers and what documents are available. Promoter advised nothing written is in place. Advice given to look at this.
- KE asked for names to be put next to roles in the event plan

Item 4 – Outlaw Triathlon

- Promoter presented event summary powerpoint
- Docs available on RD
- Questions/ observations from Group
- KE outlined Lost Child/ GDPR update to be circulated

Item 5 – [REDACTED]

- Promoter gave event overview
- Festival started 12 years ago based around 3 licenced premises in village and [REDACTED]
- Since 2018 perimeter of [REDACTED] has been fenced to control entry to licenced area – promoter reports this worked well
- As well as bars and food, [REDACTED] will also host an inflatable bouncy castle
- Event is managed primarily by [REDACTED] with support from other licensees. [REDACTED] is based on [REDACTED] during the festival supported by 3 colleagues. There is no stewarding provision.
- Each licensed premises takes a different approach to glasswear – combined approach with plastics and polycarbonate to reduce glass usage.
- No dedicated medical cover for the events – event plan outlines using first aid provision at licensed premises or calling 999
- Questions/ observations from Group
- NW advised looking at medical and stewarding provision as plans currently very reliant on 999 support
- JW gave contact for affordable medical cover provider

Item 6 - Rushcliffe Borough Council events

- Nicola Wells and Ginette Taylor outlined RBC summer events programme
 - Proms in the Park, Sat 29 June
 - Taste of Rushcliffe Food Festival, Sat 13 July
 - Lark in the Park, Weds 7 August
- EMP for Proms on RD, remainder to follow.

Item 7 – Date of next meeting

Agreed as Thursday 3 October, 9.30-12.30 at Rushcliffe Arena.

Agenda items to Nicola Wells.