



*Scottish
Cartie
Association*

CSEx Risk Assessment

Revision History

Version	Date	Notes
1.0	7 March 2012	Revised and updated from 2011 Risk Assessment
1.1	12 June 2012	Reviewed and updated



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1. EVENT DETAILS

EVENT:	Cairngorm Soapbox Extreme (www.soapboxracing.co.uk)
DATE:	13 th & 14 th July 2012
DURATION TIMESCALES:	13 th July: 16.30 – 22.30 14 th July: 16.30 – 22.30
LOCATION:	Cairngorm Ski Road, Cairngorm, nr Aviemore
EVENT ORGANISER:	Stephen Hall
START / FINISH AREAS:	Start : Upper snow gates Finish : Lower snow gates
EVENT SAFETY OFFICER:	To be decided
SENIOR OFFICIAL ON THE DAY	To be decided
CONTACT INFORMATION:	Stephen Hall Scottish Cartie Association Cotbank of Hilton Catterline Stonehaven Kincardineshire AB39 2UN Tel: 01569 750 229(Home) 01224 865 845 (Work) 07814 195 346 or 07805 766 654(Mobile) Email: chairman@scottishcarties.org.uk
ESTIMATED No OF PARTICIPANTS:	50-100 Competitors. ~20 Event Staff. Up to ~1000 Spectators over the duration, with up to 300 at any one time
RISK ASSESSMENT CARRIED OUT BY (Print, Sign and Date):	Stephen Hall
RISK ASSESSMENT REVIEW DATE:	May 2012 (but will also be reviewed immediately after the event as part of post event review)
RISK ASSESSMENT DISTRIBUTION:	Northern Constabulary (Aviemore Police), Highland Council (Local

	Authority), Insurance Broker, Cairngorm Mountain (Safety Manager, Duty Managers & Rangers), Key event staff
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2. RISK ASSESSMENT CODES

Risk	H = High M = Medium L = Low
Persons at Risk	A. Drivers B. Other Team Members C. Spectators D. Marshals/Event Staff E. Traffic F. Public G. Other (Specify)
Control Measures	<ol style="list-style-type: none"> 1. Event approach and advance notice signage 2. Approved safety signs throughout route 3. Safety briefing to all competitors in advance and on event day 4. Safety briefing to all marshals and event staff in advance and on event day 5. All marshals and event staff to wear approved Hi-Vis bibs and/or be identifiable 6. Advance liaison and appropriate approval with all interested parties 7. All event vehicles to be identifiable 8. First aid team on site 9. Use of flags to warn drivers of hazards ahead 10. Use of whistles to warn spectators of approaching carts 11. Police/Traffic Warden control 12. Road crossing marshaled 13. Road junction marshaled 14. Traffic cones in place 15. Warning signage for spectators and public 16. Spectator barriers 17. Marshals to have tested radio or mobile phone communications 18. Agreed access for emergency vehicles 19. Spill kit available 20. All competitors identified by numbered wrist band, cross referenced to medical records 21. Eligibility to drive will be indicated on competitors wrist band 22. All drivers to wear PPE as specified in the Design and Safety Rules 23. Design and Safety rules and mandatory inspection of carts and PPE

3. RISK ASSESSMENT MATRIX

	Location / Action / Occurrence	Details of Hazard	Risk H / M / L	Persons at Risk (See Codes)	Control Measures (See Codes and will always include 1-8 for every aspect of event and route)	Additional measures and further actions to reduce residual risk to LOW if necessary or name of event official who will reduce risk to LOW if applicable
	Whole Event	Interference, confusion or un-awareness by/with other local events, local businesses activities, local residents, general public, landowners, local authority, police, other agencies, other interested parties	H	A,B,C,D,E,F	-	<p>Full and wide-ranging research, consultation and frequent subsequent liaison with all potentially affected parties and agencies and where necessary formal approval obtained. Advance event notice and updates sent to all parties or published in press. Advance event signage put up.</p> <p>Notices to be placed on course at least two weeks before the event.</p> <p>Event Organiser</p>
	Whole Course	Pre-event setting up and post- event dismantling actions	H	A,B,C,D,E,F	-	<p>Individual actions to be assessed and appropriate risk assessments to be undertaken. This may include manual handling, erecting fencing and signage, etc.</p> <p>Event Organiser</p>

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	Whole Course	Interaction with traffic	H	A,B,C,D,E,F	11,13,14,15,16	Road closed to non-event traffic. No runs to start until road is confirmed clear of traffic. Plastic mesh fence, cones and marshals at finish area to direct carts into off road marshalling area after braking to walking speed. Road traffic to be stopped at lower snow gate, and gate to be closed. Marshals and traffic cones at other potential traffic access points (e.g. Sugar Bowl car park). Hill Controller. Marshalling Team
	Whole Course	Competitor's individual ability and preparedness to take part.	H	A,B	20, 21	Competitors make medical declaration at event sign on. Medical details available to first aid team, cross referenced to uniquely numbered wrist bands worn by all team members. Full pre-race briefing one both days to make drivers aware of potential hazards. All competitors to complete an individual practice run before being allowed to race. Event Organiser.
	Whole Course	Un-roadworthy carts. Ineffective brakes or steering, worn or defective tyres, etc.	H	A,B,C,D,F	22	Thorough inspection of all carts prior to the event. All carts must comply with event Design and Safety Rules. Chief Technical Officer.

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	Whole Course	Lack of Personal Protective Equipment (PPE) for drivers (helmet, gloves, etc.	H	A	22	Competitors to be informed of PPE requirements prior to event. PPE to be inspected at pre-race safety checks. Starter to ensure all PPE is in place and properly fastened immediately prior to start. Chief Technical Officer and Starter.
	Whole Course	Collisions between carts.	H	A,B,C,D,F	21, 22, 23	Deliberate contact between carts and dangerous or aggressive driving will not be tolerated. Teams who infringe this rule will be disqualified. Clerk of Course. Marshalling Team.
	Whole Course	Potential damage to carts which compromises their safety	H	A,B,C,D,F	23	Carts to be subject to mandatory safety inspection after any significant collision or at any other time at discretion of Clerk of Course. Any member of event team must notify Clerk of Course of any cart that is of concern. Clerk of Course and Chief Technical Officer.
	Whole Course	Liquid spillage from event vehicles	H	A, B,C,D,E,F,G (environmental)	-	Spill control kit to be available. Event Organiser.
	Whole Course	Emergency service access for any kind of emergency, whether related to the event or not.	H	A,B,C,D,E,F	-	Emergency services (mountain rescue, fire, police, and ambulance) to be notified of event. Hill control to order immediate full course red flag and clearing of any traffic cones and mesh fence from the course if emergency access is required Hill Controller.

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	Whole Course	Sign posts, snow poles, etc.	H	A	-	Protection using Cairngorm Mountain "crash mats" and/or barriers. Event Organiser.
	Whole Course	Debris on course	H	A,B,C,D,E,F	-	Visual check before each run by tow vehicles and also by control vehicle following last cart at end of each run. Control vehicle driver and assistant
	Whole Course	People on the course	H	A,B,C,D,E,F	9, 10, 12, 13, 15, 17	Marshal.
	Whole Course	Livestock and wildlife on the course	H	A	9	Use whistles and flags to warn drivers of any wildlife in the vicinity. E.g. deer. Marshal.
	300m	Sign on outside of hairpin	L	A	-	Carties will be travelling slowly at this point. Padding to protect sign. Event Organiser.
	600m	"Switch" – sharp right hand bend into left hand bend after high speed straight	H	A,B,C,D,E,F	-	Substantial barrier wall on outside of right hand corner to prevent carties from going over steep drop. Spectators not allowed anywhere on the outside of this corner – stand only behind Armco on left hand bend. Event Organiser.

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	600m		H	A, E	-	Marshal control and traffic cones. Barriers arranged such the junction is not blocked. Event Organiser. Marshal.
	1.4Km	"Sugarbowl" – pedestrian crossing and car park access	H	A, E, F	-	Marshal control at crossing. Major users (Reindeer Centre) notified in advance. Event Organiser. Marshal.
	1.6Km	Uneven road surface	M	A,B,C,D,F	-	Council to repair potholes if possible. Drivers to be advised beforehand of the location and advised to walk the course to familiarise themselves with it. Event Organiser.
	1.9Km	Track junction on right. Potential spectator viewing.	H	A,B,C,D,E,F	-	Marshal Control and traffic cones. Barriers to protect spectators. Marshal.
	2.2Km	Allt Mor footpath crosses road	H	A,B,C,D,F	-	Marshalled crossing. Marshal.
	2.3Km	Hard standing on left. Car parking and spectator viewing.	H	C, D, F	-	Marshal. No spectators allowed in this area.

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	2.4Km	Allt Mor bridge	H	A	-	Protect bridge parapet using Cairngorm Mountain "crash mats" and/or barriers. Event Organiser.
	2.7Km	Track junction on left	H	A,B,C,D,E,F	-	Marshal Control and traffic cones. Marshal.
	2.4Km	Caochan Dubh bridge	H	A	-	This is beyond the finish line. Carties speeds will be low at this point. Event Organiser.
	2.9Km	Track junction on right	H	A,B,C,D,E,F	-	Beyond end of course and hook up area. No action required.
	3.3Km	Snow Gates/Finish line	H	A,B,C,D,E,F	-	Gates will be closed to prevent unauthorised vehicular access. Snow gates are beyond the end of the hook up area so no hazard to competitors.
	Convoy Tow	Cart detaches from line	H	A,E	-	Shackles to be double checked by tow vehicle driver before setting off. Tow vehicle driver.
	Convoy Tow	Tow line parts or becomes detached	H	A,E	-	Line inspected before each tow and securely fastened to tow vehicle. No more than 8 carts per tow vehicle. Maximum tow speed 15mph. Tow vehicle driver.

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	Convoy Tow	Cart fouls on tow rope	H	A	-	All slack to be taken out of tow rope before setting off. Observer in tow vehicle to watch towed carts and inform driver if a cart is in difficulty. Tow vehicle observer
	Convoy Tow	Drivers not wearing correct PPE	H	A	-	Tow driver or assistant to check all cart drivers are wearing all PPE. Tow vehicle driver or assistant
	Whole Course	Gravel washed on to road by rain. Potential to cause carties to lose control	H	A	-	Request council to clear road prior to the event. Visual inspection before the event and manual clearing if necessary. Event organiser.
	Whole Course	Water runoff on road during heavy rain	H	A	-	Monitor weather and road conditions during the day and postpone or cancel runs if water volume on the road is likely to cause serious problems. Event organiser.