





 <b>Nice Work Risk Assessment</b> 							
Event: Lydd Half Marathon & 20 Mile		Risk Assessment: Event Site					
Event Date: 10th March 2024		RA Completed by: Tim Mann					
		Completed Date: 4/5/2023					
Hazard and Effect	Risk to Whom	Current Risk Level	Actions Taken	Further Actions Required	Concluding Risk Level	Action By	When
1. Ground conditions on site	Runners / Spectators / Event staff	L	Event staff fully briefed prior to the event. Any hazards to be highlighted and marshalled	Ground conditions to be checked on arrival	L	Race Organiser	On the Day
2. Vehicles entering site for loading and unloading	Event staff / Runners / Pedestrians	H	Traffic movements to be coordinated by event staff	Staff given specific roles to manage traffic movements	L	Race Organiser	On the Day
3. Setting up of gazebos causes injury to staff	Event staff	M	Experienced team setting up gazebos	Event staff fully briefed	L	Race Organiser	On the Day
4. Runners in collision with event staff on site	Runners / Event staff	M	Breakdown of equipment at start / finish only takes place once last runner has finished	Finish area managed by experienced race team	L	Race Organiser Course manager	On the Day
5. Cabling associated with timing equipment is a trip hazard	Runners & other users	M	Cables are placed under mats at start and finish and barricaded away from runners and other users	Finish area managed by experienced race team	L	Race organiser timing manager	Pre-race & on the day
6. Weather causes flying debris or collapse of equipment	Runners / Spectators / Event Staff	M	Race Organiser to monitor weather conditions and advise accordingly	View taken not to use Gazebos in high winds	L	Race Organiser	Pre-race & on the day
7. Clearing the site post event	Event staff	L	Experienced team working on the site	Event team fully briefed prior to the event	L	Race Organiser Course manager	Pre-race & on the day
8. Clearance of litter and waste post event	Event staff	L	Experienced team working on the event	All waste associated with the run will be removed from the site	L	Race Organiser Course manager	On the Day

 Nice Work Risk Assessment 							
Event:	Lydd Half Marathon & 20 Mile		Risk Assessment:	Course			
Event Date:	10th March 2024		RA Completed by:	Tim Mann			
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Hazard and Effect	Risk to Whom	Current Risk Level	Actions Taken	Further Actions Required	Concluding Risk Level	Action By	When
1. Coming into contact with vehicles	Runners / Other trail users	H	Runners informed roads are open and traffic may be on the road. Marshall in position at road junctions. Advance warning signs of event put up two weeks before	Signage in place to warn other road users of event. Letter drop to residents	L	Race Organiser, Course Manager and Marshal	Pre event and on the day
2. Road conditions - potholes, raised curbs etc	Runners	M	Runners briefed in pre-race instructions of conditions of roads	Marshall's in place to warn runners of any hazards	L	Race Organiser, Course Manager and Marshal	Pre event and on the day
3. Straying from official course - runners getting lost	Runners	L	Signage and marshall's in place to guide runners. Lead vehicle to go ahead of runners	Marshall's are situated in agreed positions. Course map emailed to all participants prior to event	L	Race Organiser, Course Manager and Marshal	Pre event and on the day
4. Coming into contact with other route users	Runners / Other users	M	Use signage to warn other route users of the event. Highlight to runners that other people are using the route and be aware of them.	Give verbal briefings to runners and marshals.	L	Race Organiser, Course Manager and Marshal	Pre event and on the day
5. Weather conditions - Runners becoming dehydrated or affected by cold/heat	Runners / Spectators	M	Marshall's in place to warn runners of any hazards	Additional water stations can be deployed in the event of high temperatures	L	Race Organiser	Pre event and on the day
6. Lead Vehicle and sweep	Runners / Sweep cyclist	M	Driver has knowledge of route and route map. Will follow signage and marshall directions	Driver has led runners in previous years	L	Lead Vehicle / Sweep person	On the day
7. Course - Brooklands	Runners	M	Half Marathon runners turnaround point - runners in collision. Runners in collision with returning runners	Marshall's in place. Runners instructed to keep in single file	L	Race Organiser, Course Manager and Marshal	On the day
8. Freight Railway Crossings	Runners	M	Marshall placed at crossing to warn of any oncoming train. Contact made with Network Rail to ensure no trains are running - line is a rarely used branch line to the power station	Runners briefed on start line. Contact made via e mail	L	Race Organiser, Course Manager and Marshal	Pre event

# **Parking Plan**

## **Lydd Half Marathon & 20 Mile**

**Banks Sports Club, Dennes Lane, Lydd TN29 7HG  
Sunday 10<sup>th</sup> March 2024  
10.00am**



### **Introduction**

The Lydd Half Marathon is a running race organised on behalf of the Mayor of Lydd's Charity Fund by Nice Work, a specialist race management company, affiliated to UK Athletics. In 2016, Nice Work also incorporated a 20 Mile race to run alongside the half marathon in response to demand from runners. The event carries a UK Athletics licence, which brings public liability insurance with a limit of £50m.

The races will be held under UK Athletics rules and the race management standards conform to the standards of race organisation laid down by the Governing Body.

Entries are anticipated from men and women aged over 17 (for the Half Marathon) and over 18 (for the 20 Mile) covering all abilities. A maximum entry of 1,500 has been placed on the event but this is unlikely to be met and we will expect around 650-700 runners to take part across both races. The bulk of entries will be received before the race although, depending on the weather, it is anticipated that up to 50 runners may also enter the race on the day.

The half marathon event is now in its 17<sup>th</sup> year and has grown in popularity to become one of the County's most popular half marathons. The 20 mile was introduced alongside the half marathon in response to runners requests as there is no local race at this distance and is now in its sixth year. Including participants, their families and supporters, we would anticipate an attendance of around 750-800 people.

The race will take place from the Sports Club on Dennes Lane, just outside the town centre, with the race route covering the quiet lanes to the north of the town.

### **Parking at Banks Sports Club**

Marshals will be in place to direct runners to parking at the Sports Club. Runners have been notified that this parking is primarily for those runners taking part in the 20 mile race as they will be unable to leave prior to 1.30pm. This is because there could still be runners on the course where cars will be exiting. Parking here is on a first come first served basis.

### **Parking on Dennes Lane**

Cones will be placed along Dennes Lane to ensure passing places are available for cars coming from the North on Dennes Lane to gain access to the Town. This is also to ensure that emergency vehicles can gain access from the Town onto the route. Runners are also to be directed to enter the Town from the direction of Lydd airport or from Camber to minimise traffic coming down Dennes Lane.

**Parking at the Rype**

Marshals will be placed at the positions shown in appendix A to direct cars to park only on the perimeter of The Rype. Runners have been sent written instructions explaining where they can park as shown in Appendix B. In addition, stakes and tape will indicate the area which cannot be used together with No Parking signage.

# **Event Safety Plan**

## **Lydd Half Marathon & 20 Mile**

**Banks Sports and Social Club, Dennes Lane,  
Lydd, Romney Marsh, Kent TN29 7HG**

**Sunday 10th March 2024  
From 10:00 AM**



**Version 1. May 2023**

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### 1.0 Introduction

The Lydd Half Marathon is a half marathon race organised to raise funds for the Mayor of Lydd's Charity Fund by Nice Work. The company took on organisation of the race in 2007 and the event has evolved over the last sixteen years to become an important event in the racing calendar. In 2016, Nice Work introduced a 20 Mile race to run alongside the half marathon in response to demand from runners.

Nice Work is a specialist race management company, affiliated to UK Athletics and the event carries a UK Athletics licence, which brings public liability insurance with a limit of £50m. The race will be held under UK Athletics rules and the race management standards conform to the standards of race organisation laid down by Run Britain, the sport's Governing Body.

Entries are anticipated from men and women aged over 17 (for the half marathon) and over 18 (for the 20 mile) covering all abilities. A maximum entry limit of 1,500 runners has been placed on the race by the organisers and it is unlikely that this limit will be reached. We anticipate an attendance of around 300 runners for the half marathon and 500 for the 20 mile.

We will be taking entries on the day.

The site is capable of accommodating over 1000 runners and no congestion problems are anticipated. Cars will be parked around the Rype, in Lydd town centre.

The race takes place on quiet lanes to the north of the town.

### 1.1 Event Timings

Week before – Advance warning signage placed in Lydd to advise residents of the event.

Prior to race day the race signage will be set out on the course – Runners in Road signage and mile distance markers.

On race day

07:00	Race team arrives to set up race headquarters
08:00	Final safety inspection of race route and setting up of water stations
10:00	Start of both races
11:10	First Finishers expected in the half
11:50	First finishers expected in the 20 Mile
13:30	Last finishers expected in the half
15:00	Last finishers expected in the 20 Mile
16:00	Site cleared

### **1.2 Race Location**

The race headquarters will be at the Banks Sports and Social Club and the adjacent Scout Hut. Portable marquees will be erected on the cricket ground for registration of runners and electronic timing. This will be used for those people collecting their numbers, on the day registrations and a queuing system will be in place.

Race attendees will have received a race number and chip in the post and been sent full race instructions by email.

Bags will only be handled by their owners and left at their own risk.

Power is required for operation of race timing equipment, race gantry and laptops etc. This power will be a mixture of the club's electricity supply and self-contained power, using battery power. A generator will be used to power the inflatable finish gantry, this will be cordoned off away from the public.

Emergency vehicles will have access to the race headquarters at all times via the main entrance to the club and, in addition, will have access to all sections of the route.

### **1.3 Race Route**

The race route uses the same roads as previous staging of the race with the race starting on the Cricket Field and thereafter following the route outlined in the traffic management plan. The route also crosses a railway line. Network rail have confirmed that there will be no trains using the track on the weekend of the race. However, marshals will be in position to ensure runners cross the lines safely.

### **1.4 Road Closures**

We will enact a 15 minute temporary road closure on Dennes Lane to allow the safe start of the race. Temporary signage will be used and removed as soon as the race has started.

## **2. Race Management Team**

The Nice Work race management team is an experienced team of race officials and will cover the following key areas:

- **Race Organiser - Nice Work**

**Responsibilities:**

- Nominated Race Organiser with overall responsibility for the event and co-ordinating delivery on the day.
- Securing race licence.
- Confirming course and measurement.
- Creating event plan and ensuring it is circulated to all relevant parties
- Overall race safety responsibility - overseeing risk assessments and volunteer instructions
- Responsibility for emergency procedures and contingency plans.
- Liaison with First Aid Providers and all necessary third parties.
- Notifying residents and local businesses that may be affected

- **Course Manager - Nice Work**

**Responsibilities:**

- Nominated Course Director with responsibility for the safety of participants during the race
- Laying out the course ensuring correct measurement and signage
- Ensuring water stations are placed correctly in line with the course details
- Responsibility for alerting Race Organiser of any potential incidents or accidents during the race
- Liaison with Chief Marshal to ensure that the race is adequately and safely marshalled. (in conjunction with the race organiser)
- Ensuring written instructions are issued to marshals
- Ensuring method of communication is understood e.g. 2-way radios, check mobile phone signal is sufficient all around the course

- **Chief Marshal**

- Nominated Chief Marshal with responsibility for the safe and secure marshalling of the race.
- Responsible for safety and wellbeing of volunteer marshals.
- Liaison with Course Manager to ensure that the race is adequately and safely marshalled.
- Identifying number of marshals required in each section and their positions
- Ensuring Hi-vis are issued to all marshals
- Ensure written instructions are given to all marshals with emergency contact numbers

- **Key Sector Marshals**

**Responsibilities:**

- Nominated Key Sector Marshals with responsibility for the safety of participants within their nominated sector on the course.
- Responsibility for alerting Race Organiser of any potential incidents or accidents during the race.
- Liaison with Chief Marshal to ensure that their sector is adequately and safely marshalled.
- Manage volunteer marshals within their area

- **Start/Finish Co-ordinator**

**Responsibilities:**

- Ensuring start and finish lines are identified correctly
- Ensuring signage to start line is in place or that start line is obvious to runners
- Ensuring finish gantry/flags are in place and secure
- Managing race start / finish procedures – starting horn / gun. Finish line tape.
- Nominated Start/Finish Co-ordinators with responsibility for the effective processing of runners through the start and finish areas, keeping runners moving through the finish funnel
- Responsibility for alerting First Aid / Race Organiser of any potential incidents or accidents at the start or finish
- Responsibility for alerting First Aid / Race Organiser of any medical incidents at the start or finish.

- **Race Registration**

**Responsibilities**

- Ensure master database of all entrants is available
- Ensure there is a system in place for re-issued numbers
- Identify those runners that have an existing medical condition or on medication
- To work with the timing team to update of any changes
- Ensure route map, event licence, course measurement certificate, insurance documents and course records are displayed
- Manage system for collecting and distributing baggage

### **3. Emergency procedures**

#### **3.1 First Aid**

First Aid facilities will be provided by a medical supplier in line with the recommended guidelines laid down by UK Athletic rules. Only those suppliers with the relevant

insurances and CQC registrations will be considered. A separate medical plan and risk assessment will be provided for the event.

Confirmation will be made with the first aid provider in the week prior to the event that adequate cover is supplied in line with the number of expected entrants

First Aid posts will be placed at a position on the course (at MP 8 & 9) and at the start/finish area.

First aid providers will report to the race organiser on arrival at the event to confirm full understanding of the route and access points.

Water stations will be located at points on the route at approximately three-mile intervals, allowing participants to take fluids during the race. A water station will also be located at the Start and Finish. If the weather is particularly warm, additional water stops may be arranged on the course. Facilities will be provided in line with current covid safety measures. Runners will be encouraged to carry their own water.

The local A & E Department, Ambulance Service and Police will be notified of the event and a final check call made to each in the week prior to the race.

Radio coverage throughout the course will be provided by RAYNET, who will liaise with both Race Organiser and the First Aid Providers to provide course-wide communications.

All members of the race management team are experienced in managing race events of this type and are fully aware of the procedures to be followed in event of an emergency.

In the event of a medical emergency requiring intervention from medical providers, members of the race team will use a mobile phone to call to request support from the First Aid Provider (FAP). The call should outline the precise location of the incident, the nature of the incident and its severity.

Responsibility for emergency procedures lies with the Race Organiser and the following protocol will be followed:

<b>Race Official</b>	<b>1<sup>st</sup> Call</b>	<b>2<sup>nd</sup> Call</b>	<b>3<sup>rd</sup> Call</b>
Race Organiser (RO)	FAP	N/a	N/a
Course Manager (CMgr)	RO	FAP	N/a
Chief Marshal (CM)	RO	CMgr	FAP
Key Sector Marshals (KSM)	RO	CM	CMgr
Race Marshals (RM)	CM	RO	CMgr

All race marshals will be given their own personalised Marshals Briefing document which, apart from outlining their duties, contains details of their precise location, including post code, details of nearest public phone, nearest first aid post and all contact numbers for reporting emergencies.

### **3.2 Major Incidents**

A major incident is any emergency which requires:

- the implementation of special arrangements by one or more of the emergency services, NHS or Local Authority in order to rescue, treat and transport a large number of casualties
- the large-scale combined resources of the emergency services
- the mobilisation of the emergency services and supporting organisations to cater for the threat of death, serious injury or homelessness to a large number of people.

Evacuation of the event site will take place when there is a significant major incident and a risk of serious injuries either to some or all of the attendees. The decision to evacuate will be the responsibility of the Race Organiser after consultation with the race team, First Aid Provider and club management.

No large-scale incident is anticipated but there are incidents that could happen which are beyond the control of the event management team such as:

- Off site chemical incident resulting in an airborne threat to health
- Major transport disruption
- Extreme adverse weather
- Public disorder not associated with the event

### **3.3 Major Incident response**

The role and responsibilities of the Race Organiser in responding to a major incident are:

- To contact the emergency services.
- To manage the scene until the emergency services arrive.
- To log the incident and provide information to the emergency services.
- To liaise with the emergency services.
- To assist the emergency services in evacuation as necessary and under the direction of the emergency services.
- To continue to steward and staff the site under the direction of the emergency services.

### 3.4 Emergency Evacuation Procedure

The race management team will be in contact with each other by mobile phone. In addition, radio coverage from RAYNET will provide radio links with the race management team and those on the course. The decision to stop the race will be taken by the Race Organiser, in conjunction with the Course Manager, Chief Marshal and First Aid Provider. In the event of the race being stopped or the requirement to evacuate the race location site, an announcement will be made using a loud hailer. Instruction will be given to all race team members and marshals using a cascade system to guide all spectators off the site.

If the situation escalates, to a part or full-scale evacuation of the site, the following message will be broadcast:

**“LADIES AND GENTLEMEN, DUE TO CIRCUMSTANCES BEYOND OUR CONTROL, WE MUST ASK YOU TO EVACUATE THE AREA BY WALKING TO THE NEAREST AVAILABLE EXIT AROUND THE SITE AS QUICKLY AND QUIETLY AS POSSIBLE, TAKING ALL PERSONAL POSSESSIONS WITH YOU.”**

### 3.5 Fire Safety

Due to the nature of the event, and the materials used, the risk of fire is minimal. Gazebos are lightweight and modular by design and are open on all sides with just a roof to provide shelter. Size is 6m x 3m. In the event of fire in the gazebo, any participants within the gazebo will be asked to exit as quickly as possible.

### 3.6 Contingency Planning

In the event that the race needs to be cancelled within 24 hours of the start time, an email will be sent to all entrants. Announcements will also be made through social media channels using the Nice Work and Race Facebook pages and Twitter. This is a tested process which has been used in the past when races have had to be cancelled at short notice due to poor weather – and has been tested again with races having to be cancelled due to the Corona virus pandemic.

## 4. Preventive measures taken to minimise incidences and their outcomes.

### 4.1 Instructions to participants and officials

Written instructions to participants will be emailed to all entrants two weeks prior to the race. These will provide runners with all the information they require for a safe and successful event. Their bib number and timing chip will be sent with instructions on how these should be worn to ensure an accurately recorded time. The timing chip is on the reverse of the bib number and a reading taken as the runner crosses the timing mats at the start and finish of the run. This time is recorded live and can be accessed immediately the runner finishes. Provisional results are added to the race website at the

completion of the race and a results email sent to all finishers on the first working day after the race.

A map of the course will be emailed to all entrants, together with details of any known hazards are announced, together with instructions and reminders for runners to:

- obey all marshal's instructions
- be aware of other road users,
- avoid sprint finishes
- keep hydrated

A briefing of all the race team takes place prior to the commencement of the event set-up and a formal briefing to marshals takes place before the race. This will be done on a one-to-one basis or in advance of the race if Covid measures are still in place. Marshals are provided by the local Rotary, who are experienced in marshalling road races, and other members of the Nice Work team.

Each marshal will receive their own personalised briefing document prior to taking their position on the course. This will give key information regarding their location, how to direct runners and what to do in the case of an emergency. They will also be given details of their precise distance into the race and the nearest water and first aid stations to them. Key sector marshals will be in contact with the race director by phone. All other marshals will have emergency contact details and will be instructed to use their mobile phones.

Marshals will be positioned along the course at points identified as potentially hazardous – these points include all road junctions. All marshals will be instructed to communicate instructions to participants precisely and clearly.

Lead cyclists and/or a lead vehicle will precede the race and a sweep vehicle/cycle/marshals will follow the last participant.

#### **4.2 Extreme weather conditions**

The Race Organiser reserves the right to stop or cancel the race anytime on the grounds of runner or public safety. If the event needs to be cancelled before the event, entrants will be advised via email and social media; should the event have to be cancelled on the day due to weather conditions or the course being deemed unsafe then entrants will once again be advised via email and social media with somebody on site to advise any runners of the cancellation, if they attend the race (assuming it is safe to do so).

If fog causes visibility to drop below 30 metres the race may be delayed or cancelled. If the race is delayed then all participants will wait at the Banks Sport Centre until it is safe to start.

In high winds the decision will be made whether or not to use all the race furniture e.g., start/finish gantry

In the event of very warm weather, additional water may be placed around the course to aid hydration.

## **5. Communications**

Key members of the race management team will have adequate radio and mobile phone coverage and Raynet will help facilitate radio links with and between the Race HQ, First Aid Providers and those on the course. All race marshals have printed details of contact numbers and protocols to be followed in the event of an emergency.

## **6. Transport management**

No road closures are required but there will need to be a temporary obstruction on Dennes Road for 15 minutes. This is for the start of the race, please refer to the traffic management plan for more information.

### **6.1 Public Transport**

Public transport impact needs have been considered and those affected will have been made aware of the event via the Safety Action Group although local bus routes should not be affected.

### **6.2 Parking**

Car parking is provided as previously advised and both parking and movement of vehicles at the conclusion of the event will be facilitated by race marshals.

### **6.3 Emergency Access**

Access for emergency vehicles will be via the main club entrance/exit. Vehicular access whilst the race is in progress is expected to be minimal. Emergency vehicles will have access to the course throughout.

## **7. Electrical installations**

Power is required to support the race timing equipment and laptops for processing entries – and these requirements will be serviced by battery power.

### **7.1 Generators**

A generator may be required to inflate the start/finish gantry. This will be taped off to ensure no spectators or participants have access to it. Fuel will be stored in cans away from the generator.

### **7.2 Cabling**

The only cabling used is for the electronic timing equipment and this will be routed so that it will not cause a tripping hazard.

### **8. Food, drink and water**

Other than water, no specific catering arrangements have been made by the race organisers. Race attendees may be able to purchase teas and coffees from the Social Club.

Free water will be available to participants on the day at the start, the finish and at water stations on the course. These will be provided with covid safety measures in place. Runners will be advised to carry their own water.

Volunteers or marshals will ensure that drinks are dispensed rapidly when required. If provided in cups these will be held chest high so can be easily taken if the cup is held suspended between finger and thumb (not in the drink) or on an upturned open palm.

Clean disposable cups, or 250ml bottle, or other individual containers, for each runner are essential, and they should not be filled to the brim. Allowing each runner two-thirds of a 6 oz. cup would give five cups to a pint, 40 to a gallon and 200 to five gallons. As some runners will take more than one cup, a considerable volume of drink and a large number of cups will be needed at each station.

All marshals and volunteers staffing the water or aid stations will wear hi vis tabards and safety gloves and will be given written instructions and emergency contact numbers

### **9. Sanitary facilities**

Toilet facilities will be provided at the Sports Club as required according to entry numbers. These will be sanitised regularly. We are also supplying 10 portable toilets to reduce queuing times.

UKA Licence Standards for Road and Multi-terrain races require that well-signed and adequate male, female and accessible toilet facilities must be provided near the start and finish areas and at the race HQ.

Inadequate provision can lead to excessive queuing before the start of a race, with runners starting late or finding alternative inappropriate areas such as hedges, walls or woodlands, all having an adverse impact on the standing of the race.

In the main this problem is caused by runners 'over-drinking' water before and during the race, particularly with less experienced runners. Runners will be instructed on a sensible hydration strategy and discouraged from 'over-drinking' which can cause serious medical problems, even fatalities.

Special attention will be paid to:

- Ensure sufficient toilets are available based on number of entrants and weather conditions
- Ensure a correct ratio of men to women facilities.
- If unisex toilets are used, we will provide facilities based on one unit per 30 participants
- If unisex portable toilets and urinals were to be used - one unit per 50 entrants plus one 5 metre urinal per 500 entrants
- We will also consider requirements for accessible toilet provision
- Hand cleansing - all of the above units will be supplied with dispensers for hand cleaning.
- Correct location of the units – toilets will be located close to the start and finish area, in the Pavilion and giving due consideration to potential queues.
- Position of toilets needs to be well signposted.
- Toilets will be sanitised regularly. Hand sanitiser will be freely available and runners will be advised to be mindful of other participants using the facilities.

#### **10. Waste Management**

The race team will ensure the safe removal of any debris and waste following the event. Waste will be separated where possible to ensure it can be recycled.

A sweep of the whole course will be carried out after the race.

#### **11. Risk Assessments**

Risk assessments form an essential part of our race planning process and we prepare them in line with UK Athletics guidelines to ensure they meet race licensing standards laid down by the sport's governing body.

The risk assessments for the event have been developed to cover the various phases of the event including:

- Event Site
- Fire
- The course
- Start Area
- Finish Area
- Water Stations
- Timing

We include a full Medical Plan and Risk Assessment under the UKA guidelines and include statements on.

- Lost Property
- Child protection

The risk assessments in this event safety plan are not necessarily final but are dynamic and subject to change in line with changes in weather and course conditions. A final course inspection will be carried out immediately prior to the race.

### **12.UK Athletics licence standards for races**

The event will comply with the standards for road races laid down by UK Athletics.

These standards include the following:

- Ensuring the local authority, via the Safety Advisory Group (or similar), is consulted fully on course safety
- Ensuring the route is certified as measured exactly to the distance advertised
- Ensuring the route is adequately signed and marshalled
- Fully briefing all marshals and race officials, including volunteers, with written instructions and safety guidelines
- Provision of a lead cycle or vehicle
- Provision of a sweep vehicle or person/people
- Ensuring adequate medical coverage is provided
- Provision of appropriate safety documentation and risk assessments
- Provision of adequate water is available at stations along the route as well as at the finish and that those on the course are clearly marked (minimised due to Covid-19)
- Provision of signed and adequate toilet facilities
- Provision of baggage/left luggage facilities (there will be no baggage facilities)

Lydd Half Marathon & 20 Mile, Event Safety Plan  
Version 1  
May 2023

**LYDD HALF MARATHON & 20 MI CAR PARKING INSTRUCTIONS**

Car Parking is available on a first come first served basis at the race headquarters on Dennes Lane. However, if you are unable to arrive before 1.30pm as the start of the race route.

Limited parking is available on Dennes Lane but please sensibly leaving passing places where cones mark '1' to avoid congestion on the lane.

Alternative parking is available on The Rye in the centre of Lydd and you will be directed here by marshals. Please do not park on the perimeter of the land and DO NOT park on the centre of the Green. This is a football pitch and you must adhere to marshal instructions and signage could lead to cancellation of the race in future years.

There is also parking available on local side streets but please be mindful of residents driveways.





Lynsey Jarman

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22 March 2023

To whom it may concern

Dear Sirs

CONFIRMATION OF INSURANCE – Name of Policyholder:

**UK Athletics Limited and/or England Athletics Limited and/or Welsh Athletics Limited and/or Scottish Athletics Limited and/or Athletics Northern Ireland (2008) and/or Mary Peters Track Ltd and/or Run4Wales Limited and/or subsidiary companies and/or all affiliated National and Regional Associations, Federations and bodies and all affiliated clubs and associations**

As requested by the above client, we are writing to confirm that we act as Insurance Brokers to the Policyholder above and that we have arranged insurances on its behalf as detailed below:

**PRIMARY PUBLIC/PRODUCTS LIABILITY**

**INSURER:** Royal & Sun Alliance Insurance Plc

**POLICY NUMBER:** YMM902055

**PERIOD OF INSURANCE:** 1st April 2023 to 31st March 2024 both days inclusive

**LIMITS OF LIABILITY:** **GBP 5,000,000** any one occurrence unlimited in the period of insurance for **Public Liability** and in the aggregate in the period of insurance for **Products Liability**

**Pollution Sudden and Accidental: GBP 5,000,000** All incidents considered to have occurred during the Period of Insurance in respect of pollution and contamination of buildings or other structures of water or land or of the atmosphere

**EXCESS:** In respect of third party property damage only: GBP 250 each and every claim or series of claims arising out of one occurrence in respect of claims made by any member coach, official, athletics club or athletics association

Registered in England and Wales Number: 1507274, Registered Office: 1 Tower Place West, Tower Place, London EC3R 5BU, Marsh Ltd is authorised and regulated by the Financial Conduct Authority for General Insurance Distribution and Credit Broking (Firm Reference No. 337511).

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of the Insured, increasing to GBP 750 each and every claim or series of claims arising out of one occurrence in respect of any other claims.

**Layer 1 EXCESS PUBLIC/PRODUCTS LIABILITY**

**INSURER:** Chubb European Group SE  
**POLICY NUMBER:** UKCASD32396  
**PERIOD OF INSURANCE:** 1st April 2023 to 31st March 2024 both days inclusive  
**LIMITS OF LIABILITY:** GBP 10,000,000 any one occurrence in excess of Primary GBP 5,000,000

**Layer 2 EXCESS PUBLIC/PRODUCTS LIABILITY**

**INSURER:** QBE Insurance  
**POLICY NUMBER:** Y022009QBE0721A  
**PERIOD OF INSURANCE:** 1st April 2023 to 31st March 2024 both days inclusive  
**LIMITS OF LIABILITY:** GBP 35,000,000 any one occurrence **in excess** of Underlying Primary GBP 5,000,000 and Excess policy limit GBP 10,000,000

We have placed the insurance which is the subject of this letter after consultation with the client and based upon the client's instructions only. Terms of coverage, including limits and deductibles, are based upon information furnished to us by the client, which information we have not independently verified.

This letter is issued as a matter of information only and confers no right upon you other than those provided by the policy. This letter does not amend, extend or alter the coverage afforded by the policies described herein. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this letter may be issued or pertain, the insurance afforded by the policy (policies) described herein is subject to all terms, conditions, limitations, exclusions and cancellation provisions and may also be subject to warranties. Limits shown may have been reduced by paid claims.

We express no view and assume no liability with respect to the solvency or future ability to pay of any of the insurance companies which have issued the insurance(s).

We assume no obligation to advise yourselves of any developments regarding the insurance(s) subsequent to the date hereof. This letter is given on the condition that you forever waive any liability against us based upon the placement of the insurance(s) and/or the statements made herein with the exception only of wilful default, recklessness or fraud.

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This letter may not be reproduced by you or used for any other purpose without our prior written consent.

This letter shall be governed by and shall be construed in accordance with English law.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Lynsey Jarman', enclosed within a large, loopy circular flourish.

**Lynsey Jarman**  
**Assistant Vice President**  
**Marsh Ltd**  
**Sport, Entertainment & Media**