

Sporting Trials Events Risk Assessment

**Northern
Phoenix
Trials Car
Club Ltd**



www.nptcc.org.uk

Time Period Covered	Valid until 31 December 2020, subject to review in the event of any material changes taking place.	Location	NPTCC trials sites in Cumbria, Lancashire, Yorkshire and Scotland
Persons covered by risk assessment	Landowners, club and event officials, competitors, volunteers and others including the general public.		

Introduction

Motor sport is inherently dangerous and the Northern Phoenix Trials Car Club Limited (the Club) has a moral, as well as a legal obligation under its common law duty of care, to safeguard the wellbeing and safety of its members and others affected by its activities, so far as reasonably practicable.

These obligations are reinforced by the General Regulations of the Motor Sports Association (MSA) which is the statutory governing body for all motorsport in the UK and are underscored by the insurance indemnities provided by its Master Insurance Policy. The Club's Health and Safety Policy and this Risk Assessment, together with the implementation and monitoring of their associated risk mitigation measures, are fundamental to the Club fulfilling its duty of care.

Club members also have responsibilities and a key role to play in this too. These include recognizing and accepting the risks inherent in motorsport and taking responsibility for their own safety and the safety of other participants at Club events. It is therefore a fundamental condition of Club membership that all members familiarize themselves with the MSA Regulations, the NPTCC Club Rules, policies and guidelines published on the Club's website (www.nptcc.org.uk) and agree to be bound by them.

	Location of the Hazard	The Hazard	Who could be harmed	Level of risk	Controls and Risk Mitigation	Implementation/ Monitoring	Residual Risk
Pre-Event preparations							
1	On duties connected with the event prior to the event taking place	Accident causing personal injury and/or death	Officials volunteers and others	Medium	All persons connected with the event to exercise care during all pre-event and site preparation work, including on any days prior to the event. All such persons to be signed-on on an MSA "Officials Signing-on Sheet" prior to any on-site or off-site preparation work in advance of the event.	MSA official Signing-on Sheet to be available for downloading from the Club's website (www.nptcc.org.uk) or from the Secretary of the Meeting. Routine checking that all persons identified as involved in pre-event preparations are signed on the official MSA Ltd signing on sheet.	Low
2	On duties connected with the event prior to the event taking place	Accident causing personal injury and/or death	Officials volunteers and others	Medium	MSA Ltd documentation is in place which includes permit applied for, landowners written permission, held by the Secretary of the Meeting. All incidents/accidents must be recorded in the club accident book and where appropriate the MSA is informed.	Routine checking that all persons identified as involved in pre-event preparations are signed on the official MSA Ltd signing on sheet and all other documentation is in place.	Low
3	Trials Sites Planning	Road Traffic Accidents near or at trials site entrances	Officials volunteers and others	Medium	Planning of events into the club calendar of events takes account of prevailing conditions at the planned time. As an example: trials sites on the Hartside road require adequate entrance /exit signage giving other road users fair line of sight warning of turning vehicles.	Routine checking that all persons identified as involved in pre-event preparations are signed on the official MSA Ltd signing on sheet and all other documentation is in place.	Low

4	Trial Sections	Extreme section layout.	Competitors officials, and others	Medium	<p>Clerks of Course should be active competitors with experience of known hazards that constitute an unsafe section such as excessive adverse cambers as an example.</p> <p>Training events are routinely held to remind experienced C of C, and prospective C of C of current trial section lay out trends. All persons attending such training events should be recorded as receiving such training. Training to be given by skilled, knowledgeable, and experienced (SKE) persons only.</p> <p>Pre-event independent overview of laid out sections by experienced competitors should be encouraged on the event day.</p>	Routine checking that all persons identified in pre-event preparations are signed on and are considered SKE for the tasks they are undertaking.	Low
5	Trials Section	Extreme section layout caused by changing weather conditions	Competitors officials, and others	Medium	<p>Sections laid out prior to the event date must always be inspected before use on the event day by the Clerk of Course, with particular emphasis where weather changes affect the testing nature of the sections and their potential safety in use.</p> <p>Pre-event independent section overview of laid out sections by independent experienced competitors should be undertaken on the event day.</p> <p>Tyre pressures should change to reflect weather conditions both pre event and at lunch break.</p>	Routine checking that all persons identified in pre-event preparations are signed on and are considered competent for the tasks they are undertaking.	Low
Event – On the day							
6	Access to trials ground – public highway	Collision with people and other vehicles	Public and other	Medium	NPTCC Direction arrows placed before entrance to the trials site with suitable distance and sight lines. Place “motor sport is dangerous” signs at the site entrance	Clerk of the Course, other designated event officials, and club stewards.	Low
7	Access Route & Trial Sections	Collision with animals	Deer, sheep Others	Low	Maximum speed of 15 mph on Access Routes, and particular attention to other competitors, general public, others and wandering animals.	Clerk of the Course, other designated event officials, and club stewards.	Low

8	Public Rights of Way across the trials site	Collision with people and other vehicles	Public and others	Low	Place "motor sport is dangerous" signs at the public rights of way entrance[s] to the site.	Clerk of the Course, other designated event officials, and club stewards.	Low
9	Public Rights of Way across the trials site	Offensive attitude of walkers and others	Event officials, competitors and others	Low	Dealing with offensive members of the general public and in particular "Right to Roam" in Scotland must be diplomatic at all times. In the event of unacceptable abuse senior event officials need to be called to deal with the problem. In extreme cases the police may be required to attend the site.	Clerk of the Course, other designated event officials, and club stewards.	Low
10	Access to trials ground parking area for towing vehicles and trailers	Collision with people and other vehicles	Public and others	Medium	NPTCC arrows indicated parking area as outlined in competition supplementary regulations. Marshalling to indicate site owner preferences and/or taping off defined area.	Clerk of the Course, other designated event officials, and club stewards.	Low
11	Scrutineering area	Collision with people and other vehicles	Competitors, officials, and others	Medium	Scrutineering area taped off particularly where the diff test rollers are situated. Scrutineer and driver to ensure no persons are in front of the vehicle under test.	Scrutineers and assistants to maintain watch when cars are under diff test runs.	Low
12	Scrutineering area	Unrecorded vehicle faults	Competitors, officials, and others	Low	Vehicles with significant faults identified during the scrutineering process must be corrected before acceptance for competition, and recorded. Log of minor faults that should be rectified at a later date to be recorded. Failure to comply with advice will result in exclusion from the event by the Clerk of Course.	All scrutineering non-compliances must be recorded and passed to the clerk of course for decisions of exclusion. Minor faults to be logged and checked for correction at next trial. Clerk of Course decision for exclusion as final	Low

13	Signing On	Failure to sign on	Failure to comply will result in exclusion from the event.	Medium	All officials, competitors, and others must sign-on, on arrival at the site and before any competition gets underway. Secretary of the Meeting and Clerk of Course to check signing on sheets before drivers, passengers and officials briefing takes place. Failure to sign on will mean automatic exclusion.	Further check may be made by club stewards to ensure complete sign-on status achieved	Low
14	Signing On	Failure to sign on invalidates MSA Insurance	Competitors, officials, and others	High	Secretary of the Meeting and Clerk of Course to check signing on sheets before drivers, passengers and officials briefing takes place.	Further check may be made by club stewards to ensure complete sign-on status achieved	Low
15	Signing on	Competitors and passengers without valid membership cards and where appropriate Competition Licenses	Competitors, officials, and others	Low	Competitors and passengers must have valid membership cards signed and available for inspection at signing on. Championship events of MSA and BTRDA at National B level – drivers and passengers must have valid membership cards and competition licenses where appropriate.	Spot checks may be made by club stewards	Low
16	First Aid	Failure to provide Paramedic / First Aid cover for the event	Competitors, officials, and others	Medium	Suitable “appointed persons” or trained first aid person[s] are in attendance for the duration of the competition with suitable and sufficient first aid equipment.	Monitoring of site conditions and strategic placing of appointed persons, all marshals to be aware of emergency prompt sheet.	Low

17	First Aid	Inadequate site location information available to the emergency services	Competitors, officials, and others	Medium	Location of the trials site is clearly identified with OS map references and ideally GPS latitude and longitude co-ordinates to assist site location by the emergency services and air ambulance. Note: Post Codes for rural sites may cover a wide area and may be insufficient to accurately identify the site location. Clerk of the Course must be informed of all incidents	All incidents to be reported ASAP to Clerk of Course for recording	Low
18	First Aid Emergency Services requirement	In-adequate site location information available to the emergency services	Competitors, officials, and others	High	Suitable trained first aid person[s] or “appointed persons” are in attendance for the duration of the competition and have mobile communications available to call the emergency services and report incident accident information and requirements.	All incidents to be reported ASAP to Clerk of Course for recording	Low
19	Driver and officials briefing	Inadequate or non-existent briefing	Competitors, officials, and others	Medium	Secretary of the Meeting and Clerk of Course will brief drivers and officials on event and site specific information such as running order and start hills, tyre pressures, no-go areas on site, rights of way, and changing weather conditions that warrant section and tyre pressure changes during the course of the event.	Monitoring of drivers briefing by club stewards or championship stewards for BTRDA events	Low
20	Trial Sections	Extreme section layout	Competitors officials, and others	High	Clerks of Course should be active competitors with experience of known hazards that constitute an unsafe section such as excessive adverse cambers as an example. Training events are routinely held to remind experienced C of C, and prospective C of C of current trial section lay out trends. Pre-event independent section overview of laid out sections by experienced competitors should be mandatory	Club stewards/championship stewards to monitor sections as the event progresses	Low

21	Trial Sections	Collision with people, vehicles	Competitors Marshals Officials Public	Low	Trial sections are confined to marked routes using clearly identified colour coded poles and numbering, which are defined and marshalled. Competitors may only commence into the section once the marshal has checked the section is clear and safe for use... Marshals are "Judges of Fact".as defined by the MSA.	Marshals are judges of fact and may curtail section use where persons infringe the section	Low
22	Trial Sections	Trials Cars passengers, and carrying more than one passenger	Competitors Marshals Officials Public	Med	Trials cars are designed with two seats and should not carry additional passengers, even if signed on. Pasenger must at all times remain within the car cockpit as defined by the "Blue Book". It is noted that the BTRDA rule regards double driving exacerbates this situation.	Monitoring of all cars between sections for infringement of the rule. Failure to observe the rules may result in exclusion.	Low
23	Access to Trial Sections	Speed	Competitors Marshals Officials Public	Low	Maximum speed of 15 mph on Access Routes	Any competitors infringing this rule may be excluded from the competition	Low
24	Trial Cars	Fire and explosion	Competitors Marshals Officials Public	Low	Competing vehicles are recommended to carry fire extinguishers.	Scrutineer may advise competitors of need for fire extinguishers	Low
25	Trials Cars	Gas and Petrol powered trials cars - Fire, explosion	Competitors Marshals Officials Public	High	Petrol and Gas installations in trials cars must have master switch and ignition switch activated fuel container isolation valves. The facility must be checked and demonstrated at scrutineering. Petrol and Gas leaks identified at scrutineering must be rectified and re-scrutineered before passing fit for competition. Failure to comply may result in exclusion from the event by clerk of course after advice from Scrutineer.	All petrol and gas installations must be carefully checked after bottle / tank changes for leaks.	Low

26	Trials Cars	Gas powered trials cars Gas escapes and potential frostbite from exposure to gas	Competitors Marshals Officials Public	High	Gas installations in trials cars must have ignition switch activated gas container isolation valves. The facility must be checked and demonstrated at scrutineering. Drivers must be aware of dangers involved where gas leaks and particularly large LPG discharges occur and during bottle tank changes should wear suitable protective gloves.	Any competitor who has doubts about the integrity of their onboard gas systems must ensure isolation first of supply and then seek advice. No one to be allowed near such unsafe vehicles	Low
27	Trials Sites	Pollution by noise	Competitors Marshals Officials Public	Low	Competing vehicles required to comply with regulations on noise levels and may be tested at random.	Monitoring throughout the event is advised and vehicles with damaged exhaust systems must be repaired, particularly near noise sensitive communities.	Low
28	Trials Sites	Pollution by substances	Competitors Marshals Officials Public	Low	Any vehicle or other fluids released to the environment must be cleared up and suitably disposed of such as lubricants, toilet effluent and other such substances. Ideally cars being worked on should have ground covers or containers placed where fluids are being discharged such as oils, petrol and anti-freeze.	Oversight by Club officials	Low
29	Trials Sites	General	Public Marshals Team	Medium	Organisers to ensure important contact details, nearest hospital information and other safety related information such as site location, postcode and map references are posted on the event notice board to ensure honn an emergency” details are spelled out clearly. Liaison between landowners and club officials is essential to ensure all aspects of the event comply with the landowner permission requirements.	Monitoring by Club officials	Low

General and Post Event Actions – Site tidying, removal of markers and general closing down - advisory							
30	Trials Sites	Slips, Trips and Falls	Competitors Marshals Officials Public	Medium	Personal care should be taken at all times when on trials sites where steep, slippery and exposed trip hazards are located. Appropriate footwear should be worn.	General observation by Club officials and advice as required	
31	Trials Sites	Manual Handling of poles, raking sections, and assisting trials cars to move off sections	Competitors Marshals Officials Public	Medium	During the course of an event various manual handling tasks are undertaken. Carrying pole bundles – share the lift with other persons and return to club trailer by trials car. Pole bundles may require two persons to load into vehicles. Helpers should be careful to maintain a safe position uphill of any car they are assisting and otherwise avoid positioning themselves in its likely path of travel.	General observation by Club officials and advice as required	Low
32	Trials Sites	Hypothermia	Competitors Marshals Officials Public	Low	All trials personnel should wear suitable protective clothing for the conditions with particular reference to marshals on exposed sections where wind chill factors can be high.	Conditions and personnel monitored by Clerk of Course	Low
33	Trials Sites	Use of All terrain vehicles (ATV) during the event	Competitors Marshals Officials Public	Medium	All Terrain vehicles used on trials sites must be authorised by the Clerk of Course for official use only. Competence of the driver is essential at all times, good knowledge of site topography, and high awareness of how to read ground conditions.	Oversight by Club officials	Low
34	Trials Sites	Young persons riding in trials cars	Young persons, Competitors Public	Low	The MSA Regulations specify the minimum age for drivers (16 years) and passengers (14 years) for sporting trials events. Parental consent and authorisation is required for all competitors under 18 years of age and such consent must be received by the club and recorded for every event. Other young persons are not permitted to drive or ride in trials cars on event sites. The promoting club reserves the right to exclude any competitor contravening this regulation.	Oversight by Club officials	Low

35	Trials Events	Protection of young persons	Young Persons	Low	NPTCC has adopted a Young Persons' Safeguarding Policy and procedures and has appointed a CRB cleared official as its Young Persons Safeguarding Officer to ensure young people' participating in events are suitably safeguarded. Parents must take care of their children at all times on motor sports sites due to the nature of the sport.	Oversight by Young Persons' Safeguarding Officer	Low
36	Trials Sites	Dogs on trials sites	Competitors Marshals Officials Public	Medium	It is acknowledged that sporting triallers and spectators like to bring their dogs to trials events. Dogs are to be kept under strict control at all times. Failure to control pets on trials sites may result in owners being asked to leave the site with their pets.	General monitoring for compliance by Club officials and competitors	Low
37	Trials Events	Competitors unfamiliar with MSA Regulations, NPTCC rules and BTRDA Championship rules (where applicable)	Competitors Marshals Officials Public	Low	All competitors and officials are obliged as a condition of event entry and signing-on to be conversant with the MSA's General Regulations. The MSA annual year book (Blue Book) must be considered as the Code of Practice for motor sports in general and sections of the publication relevant to sporting trials in particular – whether a competition licence holder or not. NPTCC and BTRDA Championship events have their own championship rules which must be also must be complied with, together with the Supplementary Regulations published for each event.	General monitoring for compliance by Club officials	Low

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This Assessment has been undertaken and reviewed by skilled, knowledgeable and experienced members of NPTCC Ltd.

Assessment by: Richard Milne CMIOSH, RSP, CMIL
Date: November 2015

Reviewed by: NPTCC Ltd Safety Sub-Committee
Date: 12 December 2015

Approved by NPTCC Ltd's Management Committee

Date: 12 December 2015

Signed: Date: 12 December 2015

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