ICD National Championships - Season 2022 -2023
Risk Assessment

Event to be Held at:
Arena UK Ltd, Allington Lane, Grantham NG32 2EF. Tel 01476 591569

Organising Body
Indoor Carriage Driving UK, 122 Spring Lane, Canterbury, CT1 1SH
Rita Bundock - Mobile 07971 529450
Email: rita@ihdt.co.uk

General Introduction

Indoor Carriage Driving Championship Finals is the final event of the indoor winter season. The competition consists of three phases. There is a Dressage Part of the Competition consisting of Precision and Paces in an Arena with two Judges and Scribes. Followed by a Timed Cones Course set out in an Arena with Judges and Volunteers. The final part of the Competition is held in the indoor arena - which is a timed competition driving two mobile obstacles - that are made of plastic construction at speed.

The Event Organisers recognise that the activity associated with running an event of this kind involves some risk particularly where horses and carriages are in the vicinity of volunteers and officials. The highest priority is therefore given to Health & Safety. Competitors are issued with general advice when their entries are accepted for the event. Competitors also owe a duty of care to their employees and staff / helpers, the organisers / officials / volunteers, and members of the general public. Individuals are personally responsible for the care and security of their possessions.

This Event is held on private land / property. Large Crowds are considered unlikely, but some members of the general public can be expected. Barriers are in place between the areas of greater risk. The Risk Assessment covers the areas that are under the general control of the Organising Committee and arise out of the additional risks posted by the Event. It does not cover normal risks posed by the ground etc., over which the event location is run.

The Event Organisers cannot accept responsibility for Health & Safety practice within individual stable encampments, which remain the responsibility of the individual competitors. This assessment does not cover any area of Arena UK outside that used by this Event. The IDC National Championships have duly allocated various routes and exercise areas. Competitors are reminded of the need to carry grooms on their carriage when exercising. The Judges / TD / Volunteers will be briefed to warn and report any indoor driving trials competitors exercising in a manner that may lead to an accident.

One of the fundamental steps towards ensuring a safe environment is to identify what hazards exist and what risk may arise. Regulation 3 of the Management of Health & Safety Regulations 1992 requires employers to make: '*A suitable and sufficient assessment of the risks to the health & safety of his employees to which they are exposed whilst they are at work; and the risks to the health & safety of persons not in his employment arising out of it or in connection by him of his undertaking.'*

The occupier of premises owes not only employees but also other visitors a duty of care under the Occupiers Liability Act 1967. The extent of this duty is defined in Section 2 (1) as:- *'The care which an occupier of premises is required, by reason of his occupation or control of the premises, to show to a person entering thereon in respect of dangers which are due to the state of the premises or to anything done or omitted to be done on them and for which he is in law responsible shall, except in so far as he is entitled to and does extend, restrict, or exclude by agreement his obligations towards that person, be such care as in all the circumstances of the case is reasonable to see that that person will not suffer injury or damage by reason of any such danger.'*

Signage throughout this Showground Location used by the Event will alert both competitors, Judges, Volunteer's, and general public to the risks.

BREAKDOWN OF RISKS.

RISK AREA: Entrance to the Event Grounds.

Original Level of Risk - *Low.*

Control Measures:

- The entrance to the event showground is wide enough for horse boxes and emergency vehicles.
- The entrance road is metalled with adequate passing places.
- Well signed off the A1 main road.
- Participants are advised to only approach from the A1.

Level of Risk with Control Measures applied - *Low.*

RISK AREA: Covid 19 infection

Original Level of Risk - *Low. (Currently)*

Please note the decision whether the Event can take place must be made by the O.C. of ICD and Arena UK in close consultation with the applicable domestic government and public health authorities. It is the responsibility of each Participant/Competitor to check the status of the Event prior to planning his/her travel to the Event.

Control Measures:

- All current Covid Regulations to be abided by and followed.
- Hygiene standards will be to the highest standards in all public toilets and catering facilities. The Covid advice for open air / indoor events will be followed.
- It is advisable to use / carry and use hand sanitizers regularly to ensure their and others safety.

Level of Risk with Control Measures applied - *Low. (Currently)*

RISK AREA: ICD Lorry Parking & Stable Area - Horseboxes / Trailers / Caravans / Motorhome Park

Original Level of Risk - *High*

Officials, Competitors, Horses and Spectators may become injured if parking is uncontrolled, especially if Horsebox Lorries are parked too close together as there is a potential fire hazard.

Control Measures:

- The Car / Horsebox Lorry Park will be on hard standing and is level and well fenced, well away from the public / spectators.
- All Horsebox lorries and trailers must be parked 5 meters from each other.
- In addition, it will be closed to all other than ICD competitors, etc.
- All Traffic shall observe the site speed restrictions and the on-site traffic management plan.
- Sufficient and appropriate signage - is provided to inform all vehicles of traffic restrictions regarding the speed limit.
- The site entrance is designed to minimise disruption to the public highway.
- All solo cars must be parked in the Car Park not in the Horsebox Lorry Park.

- Gates can/will be closed to mitigate situations involving loose horses.
- Access must be made available for Emergency Vehicles between horse box lines / not blocking any gateways. Therefore, Sensible Parking with ability for social distancing.
- All Horses and Ponies not being prepared for use to be safely stabled.
- In the Stable Area - make sure there is sufficient space for harnessing and putting to.
- All standard rules must be adhered to.
- All drivers and grooms will/must wear hard hats and body/back protectors at all times when on a carriage, as in the ICD UK Rules.
- ICD Officials will make regular walks around the stable area. Re 'Welfare of the Horse'.
- Competitors who are generally well known to each other and experienced, please be aware of Novice Drivers, if they need help and assistance if required.

Level of Risk with Control Measures applied - *Medium.*

RISK AREA: Dressage - Precision and Paces.

Original Level of Risk - *Medium*

Taking place on Friday in various designated Sand Arenas, and also Saturday morning.

Control Measures:

- Arenas are Fenced and a rope or barrier can be placed across the entrance's / exit's when needed.
- Which will be manned at all times by official volunteers.
- Horses/Ponies drive at a sedate pace in the warm up areas and the collecting ring areas.
- It is also organised that generally the minimal number of turnouts are allowed in the arenas at any one time to prevent the possibility of any accidents. The exact number will be at the discretion of the official volunteers depending on the type of turnout.
- Competitors are asked to follow the instructions enclosed in their competitors packs.
- Arenas to be used will be inspected by the OC, TD, POJ, and SO.
- All reasonable precautions taken, however some risk will still remain.

Level of Risk with Control Measures applied - *Low.*

RISK AREA: Cones Course.

Original Level of Risk - *Medium*

Precision driving around a timed Cones Course. Taking place on the Friday and Saturday - after the Competitors Dressage Test in a designated Sand Arena.

Control Measures:

- This Arena will be fenced a rope or barrier can be placed across the entrance's / exit's when needed.
- As a one-way system will be in place.
- The Cones Course is designed by the CD and is inspected by the TD, POJ and SO.
- The level of risk cannot be reduced.

Level of Risk with Control Measures applied - *Medium.*

RISK AREA: *Obstacles.*

Original Level of Risk - *High*

There will be two obstacles - which will be driven twice - against the clock on the Friday/Saturday afternoons. With the Supreme Champ Saturday late afternoon/evening and on Sunday. There is an observer's gallery around three side of the indoor arena. Risk cannot be prevented.

Control Measures:

- The Material used in construction of the two mobile obstacles is plastic.
- The Obstacles design and the flagging of the course's will be done by the CD, inspected by the TD, POJ and SO with all reasonable precautions taken.
- The entrance/exit to the arena will be policed by Official Volunteers

- Only one competitor will be permitted in the walkway used to enter and exit the main indoor arena from the warmup arena whilst the competition is running.
- For safety reasons a minimal number of competitors are allowed in the warmup arena at any one time, according to type of turnouts and at the official marshals discretion.
- All Judges/Timing Officials/Volunteers will have the use of radios during the competition for communication.
- The level of risk cannot be reduced.
- All reasonable precautions taken; however, some risk will still remain.

Level of Risk with Control Measures applied – *High.*

GENERAL

- A notice of any relevant emergency telephone numbers will be displayed at the OC Event Office.
- Arrangements have been made for qualified Medics to be on site during the Event Competition.
- At no time will the casualty be moved.
- Grid reference /What3Words will be notified to the County Ambulance Service for a meeting place between the Medial team and the County Ambulance - so that any patient transfer can take place and for the landing of Air Ambulance should this be required.
- What 3 Words for venue entrance – film.landscape.hound

The Safety Officer *will be responsible for reporting any incident by the quickest possible means to the ICD Office and BC Office and reporting the incident on the F2508 (A Riddor Form) within Seven Days. Copies of this Form will be held in the Event Office.*
Also the SO must notify the British Carriagedriving Insurance Brokers in the event of any accident that may lead to a claim and submit the requisite claim form (BC Accident Report Form 2013) copies of which are held at the Event Office.

Copies of this Risk Assessment will be made available at the ICD Event Office and published on the ICD-UK website.

EVENT OFFICIALS

Role	**Name**
Chief Event Organiser	Rita Bundock
Event Organiser	Julia Crockford
Technical Delegate	Katy Stewart
Safety Officer	Jeannie Lane
Medic on site	Ian Taylor
Vet on site	Imogen Burrows
President of the Jury	Jane Lamb
Judge (P&P)	Sarah Louise Oxborrow
Judge (P&P)	Caroline Douglas
Judge (P&P)	Val Hall
Course Builder	Chris Laing
Marketing	Fiona Powell
Scoring	Mike Watts
Volunteers Co-ordinator	Kayti Harvey