

EVENT PLAN

Including
Risk Assessment
Emergency Action Plan



TATA STEEL

Richard Burton 10k **& Mini Miler**

2023

Updated 06/05/2023

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1.0 Event Overview

The Richard Burton 10k is a not-for-profit Charity Road Race. It is one of Wales' oldest and most prestigious races held annually in the village of Cwmafan, Port Talbot, South Wales. Each year the event will allow the organisers to donate thousands of pounds to help the needs of local individuals and organisations in need. The Mini Miler is just that, a one-mile route to encourage and involve children to the sports of running, it gives them a sense of achievement whilst being involved in a larger event.

1.1 Race Distances

There are two race distances, firstly the 10k event for adults and the 1-mile Mini Miler route for children.

1.2 Route Details

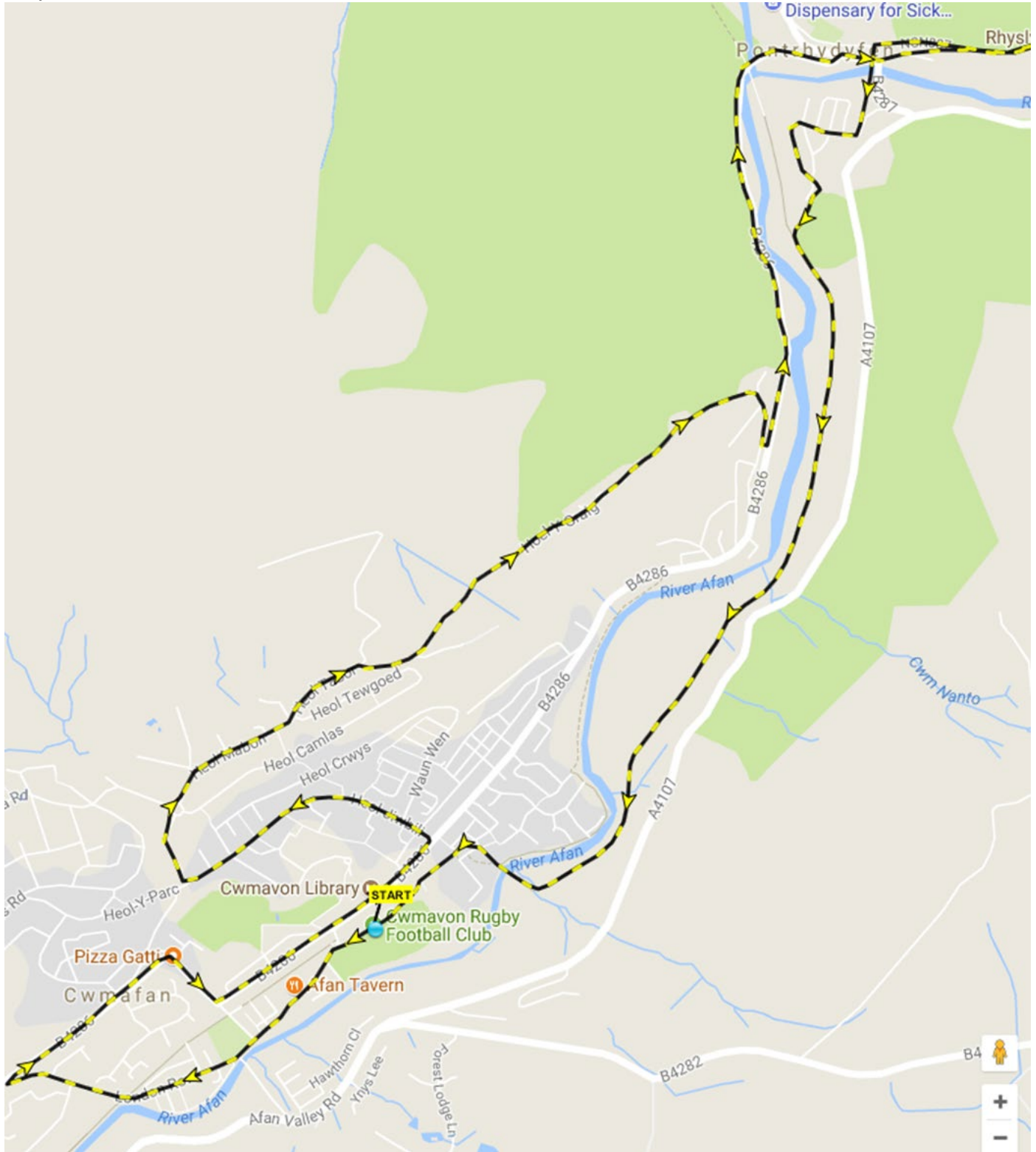
The 10k race starts and finishes at the Cwmavon Rugby Club / Community Centre in the heart of the village of Cwmavon. The route starts out on the roads in the direction Port Talbot and after almost 1 mile turns back towards the village of Pontrhydyfen. The route then winds through the village of Cwmavon before reaching the turn-around point at the NRW Rhyslyn Car Park in Pontrhydyfen. The route then follows the Cycle track across the Viaduct, through Oakwood and back to the start/finish location in Cwmavon.

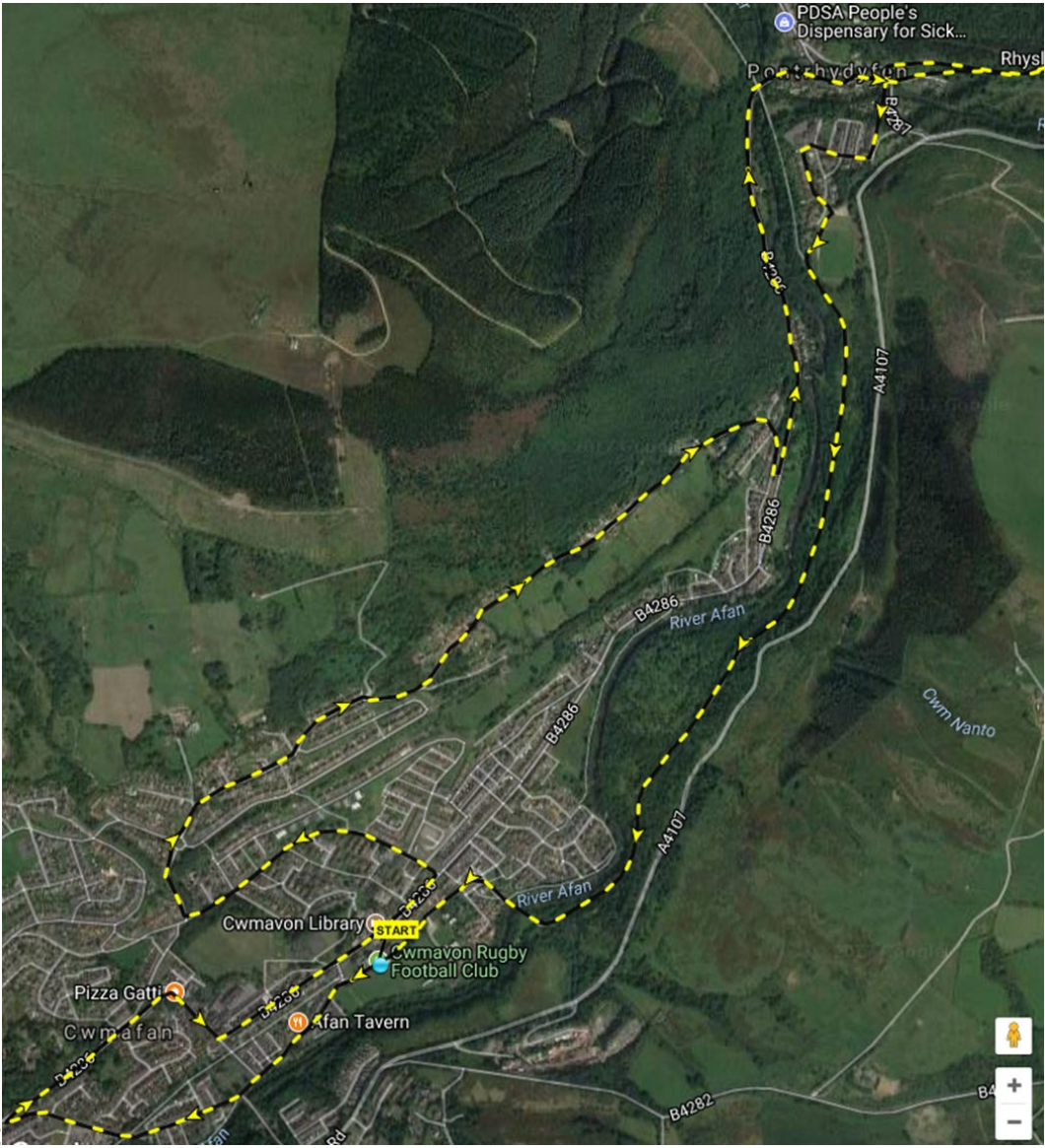
The Mini Miler initially takes the same start route of the 10k but after approximately ½ a mile it turns around and returns back to the start / finish area via a recognised cycle track.

1.3 Race Route

A route overview can be seen on the below maps (additionally, please refer to the specific road closure plan submitted by Amberon who will be managing the road closures)

Map View:





Satellite View:



Mini Miler Route:



1.4 Route Markings

The route will be marked with additional running arrows on signs attached to roadside furniture as well as temporary spray markers on the ground where appropriate. They will be placed just before participants arrive and collected by sweepers.

1.5 Time Limits

Whilst there are no defined time limits we expect that the course will be clear within a 2 hour period from the start.

1.6 General Timetable

10:00 – Mini Miler race is commenced

11:00 – Main race is commenced

1.7 Timing Format and Recording of Runners

Timing will only be recorded for the main race, children entering the Mini Miler fun run will NOT be timed, The event is timed using timing chips attached to the runners ankle / shoe. Once runners reach the finish the system will also collaborate a finishing time and finishers list so we can ensure all runners have finished.

2.0 Entrant Requirements and Abilities

Entrants must be in a fit and healthy condition to start the race. They should have done the required training. Any medical details are asked for on the entry form and recorded on the back of the race numbers along with emergency contact details which travels with participants around the route.

2.1 Race Style and Competitor Conduct

Whilst the roads will be closed and every effort to safeguard the competitors, participants must be aware of and look out for traffic and road crossings, general members of the public, other path or road users, as well as livestock, dogs and bikes. It is the participant's responsibility to keep themselves safe whilst following the route and watch out for these hazards. They must pay reasonable attention to safety on the roads and paths.

Marshals will be on the course and generally around the start areas. In addition, there will be a first aid and safety team monitoring the course. There will not be marshals every hundred meters on the course.

Competitors will be expected to take reasonable care not to create hazards that may cause harm to other people and support anyone in need of assistance, even if it means abandoning their race.

Competitor Conduct

Entrants will be encouraged to act in a manner which ensures minimal impact upon the environment, event route and local inhabitants. These include but are not limited to:

- Leaving no litter
- Closing gates (if applicable)
- Acting responsibly around livestock
- Keeping to marked paths and route
- Respect the local communities and their land.
- Respect the marshals, and other competitors.

Any entrant not acting in this manner, either during or before the event, will be disqualified and their entry fee will not be refunded. Officials also reserve the right to withdraw a participant from the event if they deem that it is unsafe for them to continue.

2.2 Participation Numbers

Expected participants for 2023 will be limited to 4000 although based upon previous entry levels it will be expected to be between 2500 – 2700 participants.

3.0 Event HQ

The event HQ, start and finish will be at Cwmavon Community Centre. Brecon Mountain Rescue who are providing medical support will also have their control centre at that location to coordinate their resources via personal radio's. Please see the below map for details of the event HQ area. This will be subject to the restrictions set by Covid-19 regulations (If applicable) that will be in force at the relevant time.



3.1 Start Areas

As indicated in the Event HQ map above the start area is indicated in red. Should there be Covid-19 restrictions in place, limitations will be enforced as to the numbers starting at any 1 time and staggered start times will be utilised thus limiting distances between participants.

3.2 Finish Areas

The finish area is the same location as the start. Returning participant will be guided onto the large open area on the football / rugby field upon return to collect their medal / finisher pack.

3.3 Registration

All participants must register before the race.

Prior to the race, participants will have received their race bibs and timing chips via postal services.

Should a staggered start be required due to Covid-19 restrictions, participants will be notified prior to the race of their start time to prevent unnecessary gatherings.

The race bib provided to the participants will be attached to the participant's clothing.

The bib is to be completed by the participant with:-

- Confirmation of name, confirmations of emergency contact details and any medical conditions.

3.4 Written Briefing/Race Notes

Marshals will provide contact details prior to the event. These contact details will be used to provide race & role information prior to the event and will also be provided to track and trace in the unfortunate instance of a covid outbreak occurring at the event.

A race brief will be emailed to participants prior to the competition and our website will provide up to date information regarding any Covid-19 Restrictions that apply.

Marshals will be provided with briefing packs via email prior to the event. The Marshal briefing will include instructions in relation to Covid health and safety, PPE to be worn and precautions to be taken in the necessity for them to intervene in an incident occurring

It is the intention of event organisers to provide as much information as possible prior to the attendance at the race to prevent confusion and to ensure that all information regarding Covid-19 restrictions are adhered to. The race organisers have invested much time and effort in on-line communication and this will assist in providing vital information about the race and restrictions prior to the participants attendance on the day of the event.

3.5 Verbal Briefing

A race brief will be provided to participants and marshals before the event which will details any Covid-19 restrictions which may be in place at that date. The Marshal briefing will include instructions in relation to Covid health and safety, PPE to be worn and precautions to be taken in the necessity for them to intervene in an incident occurring

4.0 Emergency Procedures

Medical / emergency cover is being provided by Western Beacons Mountain Rescue Team (WBMRT) who have extensive experience in providing medical cover. There will be a static control area at the event HQ with mobile support throughout the course. Communications between the event HQ and mobile cover will be provided via the team's secure personal radio's. WBMRT will be able to provide certification of their resources and provide risk assessments in relation to their area of responsibility.

A brief will be provided to all marshals prior to the event taking place, specifically around what actions should be taken in the event of a medical emergency. Should a medical emergency take place, access will be provided to any medical emergency vehicle.

Marshals who have been provided with basic first aid training will be provided with first aid packs to provide basic first aid to those who require it.

Terrorism – Low Risk

The likelihood of any terrorist attack at such an event is extremely low. The event or organisers are not linked to any group or ideology which may be deemed as contentious or attract adverse attention. No terrorist attacks at similar events have occurred within the UK but considerations should still be given as the event will consist of areas where participants will be required to gather in a crowd. These areas will be closed to vehicular access and access points will be staffed by marshals to prevent ingress.

On the main route, appropriately trained staff have been positioned at main road junctions to prevent vehicular access. They will be fitted with 2 way communications to their supervisor and should a vehicle break through any road block an update can be passed to race controller.

Although an attack is low / unlikely the consequences would clearly be HIGH –Any event involving a crowded place raises potential for a terrorist threat and staff will be reminded of vigilance in the briefings

All marshals will be briefed prior to the event and will be provided with contact numbers for the responsible member on the organising committee. Should an adverse event occur during the event, marshals will be instructed to contact the appropriate organising committee member for onward dissemination to relevant emergency services should they be required.

All marshals and road closure operators (Amberon) will be clearly identifiable by means of florescent tabards.

Community Impact: Low

This is the 41st running of the event and the local community are well aware and versed in it's running. The event generates a large value in charitable donations and the local community are very supportive. Whilst the event is supported by the majority in general, there is a possibility that due to

personal circumstances, individuals may feel aggrieved by the road closures or number of visitors to the event.

As such, in the weeks leading up to the event, organisers will be engaging social media, locally and further afield to publicise the event and areas effected by the road closures. This will hopefully prevent and minimise disruption to the local community.

4.1 Emergency and First Aid Provision

Emergency Action Procedures

First Aiders and Medical Responders (WBMRT)

An emergency first aid team will follow the route by road and be able to react quickly to an emergency.

They will be 'roaming' so they can deal with any emergencies/first aid quickly. They will be in contact with event base via radio and mobile phone.

The event base will also have a first aider to deal with any first aid at the start finish.

Dealing with medical emergencies

Minor emergency

On minor emergencies such as sprains, strains, fatigued, injured will be located first aid treatment given and evacuated from the course.

Any first aid trained marshals being deployed will be supplied with basic first aid packs to assist with minor medical ailments.

Major emergency

In major emergency participants and marshals will be instructed to call emergency services **first** followed by race organisers. The first aid responders or anyone appropriate will provide emergency life support (CPR) or equivalent.

The emergency services must be notified as of any emergency that exceed the capabilities of the internal mounted operation.

When calling emergency services, the location of the injured individual will be provided as well as the best access point

4.2 Dealing with Medical Emergencies

Minor emergencies and injuries

On minor emergencies such as sprains, strains, fatigue, minor cuts and wounds the treatment will be given by the first aider. The injured will be located, first aid treatment given, and if necessary the participant will be evacuated from the course by organisers or WBMRT.

Major emergency

Whilst the event first aiders can provide emergency life support, if there is a major life-threatening medical emergency then the emergency services will be called immediately. In a major emergency participant and marshals will be instructed to call emergency services and ask for Mountain Rescue if in a rural location. The first aid responders or anyone appropriate will provide emergency life support (CPR) or equivalent. The nearest safety team (WBMRT) will be expedited to the location.

The emergency services must be notified as of any emergency situations that exceed the capabilities of the internal mounted operation immediately.

4.3 Race Organisers Emergency Actions

Major injury to runner on the course

1. Get communication from the marshal / runner to the event organisers via a phone call or the WBMRT personal radio system.
2. Ascertain location, name and number of runner and ensure that a WBMRT roving has been dispatched to the casualty.
3. Confirm that appropriate emergency services have been requested.
4. Update withdrawn runners list.
5. Update marshals either side of injury and to make them aware that some of them may be needed to assist at the location. They will also be notified that emergency service vehicles may need guidance to the location of injury and to ensure access is allowed within the race boundaries.
6. Keep in contact with WBMRT to assess nature of injury,
Either:
 - A. WBMRT will evacuate and recover the individual to hospital.
 - or
 - B. Request other appropriate services to attend.

In all situations WBMRT take the lead in control of the casualty and distribution of medical support resources.

Minor injury to runner on the course

1. Get communication from the marshal / runner to the event organisers via a phone call or the WBMRT personal radio system.
2. Ascertain location, name and number of runner.
3. If the participant has minor injury but is not mobile, ensure that a WBMRT roving has been dispatched to the casualty.
4. If the participant has minor injury but is mobile, request that the participant makes their way back to the event HQ to log details and provide first aid if required

4.4 Emergency Action Plan

WBMRT will provide emergency and first aid cover for the event. They are a team of experienced in mountain and outdoor in environment, military, and minimally qualified in first aid.

Marshals throughout the route will have a basic first aid training. There will also be a dedicated roaming WBMRT vehicle(s), which will follow the route by road and be able to react quickly to a first aid or emergency. They will be in contact with event base via mobile phone signal and personal radio's. The emergency response vehicle will be positioned at a location with mobile phone signal and in a place where reacting to an emergency is most efficient.

The main contact and operations safety team manager is: TBC

A dedicated First Aider will be located at the start / finish location at all times. Their sole role will be to provide first aid cover. The first aiders sole responsibility is to provide first aid cover and will not have any other duties.

Dealing with medical emergencies

Minor emergencies and injuries

On minor emergencies such as sprains, strains, fatigue, minor cuts and wounds treatment will be given by the first aider. The injured will be located, first aid treatment given in and evacuated from the course by event organisers or WBMRT if required.

Major emergency

Whilst the event first aiders are able to provide emergency life support, if there is a major life threatening medical emergency then the emergency services will be called immediately. In major emergency participants will be instructed to call emergency services first followed by race organisers. The first aid responders or anyone appropriate will provide emergency life support (CPR) or equivalent.

The emergency services must be notified as of any emergency situations that exceed the capabilities of the internal mounted operation immediately.

Assistance from other competitors

If another individual is in need of emergency assistance participants will be instructed to help.

4.5 Emergency Access Points

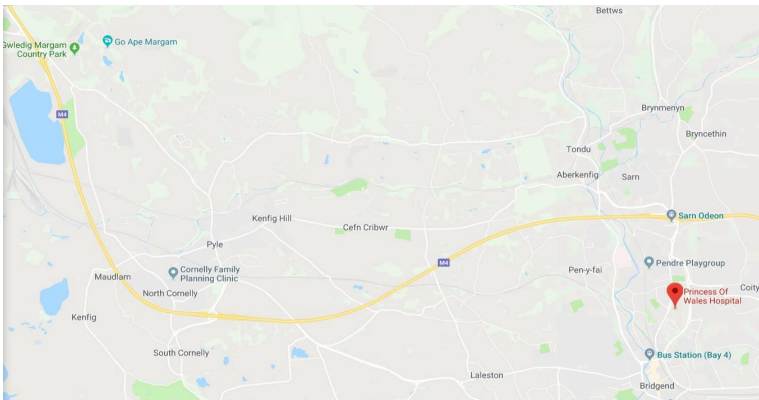
Some locations within the route are on cycle tracks and do not typically have access to vehicles. Emergency vehicles will be guided to the most appropriate access points and where marshals are sited within these restricted area's they will be provided with details of the most appropriate access point should a medical emergency occur.

4.6 Local Accident and Emergency Departments

Morriston Hospital Heol Maes Eglwys, Morriston, **Swansea** SA6 6NL



Princess of Wales Hospital , Coity Rd, **Bridgend** CF31 1RQ



4.7 Contingency Plans

Bad Weather

Event organisers will monitor the weather in the week before, on the day and during the race. It will form a major part of the pre-race brief. If poor weather is forecast we will detail the possible outcomes at the briefing. If it is deemed that the weather to be unsafe the race will not be started and contact will be made to participants via social media and e-mail services. A further date will be established with relevant parties at the earliest opportunity.

It is possible, but unlikely, that the weather may deteriorate and become severe in a way that was not forecast. If this occurs, the race will be cancelled. Event organisers will contact marshals and advise them of cancellation. Each marshal will act as a net to catch all runners. Event organisers will contact each checkpoint on a regular basis to collate the (names and numbers) of runners to establish all runners are accounted for. All available vehicles will be deployed to collect runners from marshal points, starting with the most exposed first.

4.8 Retirements

The support team and organizers will be doing everything we can to get every competitor to the finish line. If participants need to retire at any other location (other than a marshal point) it is critical that they communicate this to the event organisers.

Unless it is a major emergency participant should make themselves comfortable using their compulsory kit. If possible find shelter – in a tent, indoors or vehicle is best. If competitors are safe and not a major medical emergency, then they may have to wait some time before a marshal can pick them up. We strongly advise competitors to carry enough money so that they could get a taxi just in case. It is vital that medical and safety team do not leave their specified location to transport dropped participants until their position has been cleared.

All checkpoints have a strictly enforced Cut-Off. The Cut-Offs are generous and have been determined by the organizers to allow runners to complete the event in the allotted time. They are there to ensure the safety of all participants and marshals. They are necessary so our resources especially first aiders and safety marshals can be in the correct positions for competitors. Any participant that has not departed the Check Point by the Cut-Off time will be retired from the event. Cut offs also provide a vital safety blanket- if participants have not come through the race team can call them, then locate them.

5.0 Risk Assessments and COVID Procedures for RB10K

By Geraint JENKINS
Date 06/05/2023 (updated)

Below is a general risk assessment of risks. The following risks are identified and determines information provided (control measures) to competitors about looking after themselves, general conduct.

General Risk Assessment

Identified Hazards	People Affected	Unmanaged Risk Level	Control Measures
Navigational errors	Entrants, deviating from planned route/getting lost	low	The route is marked and marshals are sited in locations where an incorrect turn / deviation may take place. Maps and details of the course are provided prior to the event on line.
Extreme Weather	Entrants, Marshals, Supporters. Hyperthermia, hypothermia, Inappropriate clothing, footwear.	High	Participants are to wear appropriate attire for the event. Marshals should be dressed appropriately. Should any participant / marshal be identified as not wearing the appropriate clothing they will be advised so and if not corrected they will be prevented in participating.
Slips, trips, falls	Participants, marshals and spectators	Medium	Entrants & Marshals will be advised to wear suitable running footwear with good grip. First Aid team in hand.
Medical issues	Participants - dehydration, Fatigue, Blisters, Twisted ankles, broken bones, cuts, bruising.	Medium	Water stations provided, Vehicle transport will be available to return fatigued or injured individuals. Medical Cover teams will have PPE and COVID protection.
Major medical issues	Heart attack, stroke, severe bleeding, loss of consciousness, major break	High	First aiders on hand, emergency response. In cases of a major medical issue's assistance will be sort from emergency services. Emergency procedure provided on race notes, highlighted in brief and supplied on map/route description. Safety teams will have PPE and COVID protection.

Theft	all loss of personal items, car break ins,	Low	Cars and belongings left at owner's risk. HQ is monitored during event.
Dogs	All	Low	Warn general users of running event taking place with signage.
Narrow/Slippery Paths	Runners Marshals, Spectators	Medium	Runners and Marshals should be told to wear shoes with appropriate grip such as fell/trail running shoes if applicable to the race.
Traffic Crossings	Runners, Marshals	Medium	Runners told to use crossings where appropriate, on all major road crossings. Any marshals should wear high vis vests. Add Caution Runners signs where applicable.
General Environmental	All-injury from livestock, poisoning, ticks, leptospirosis	Low	Approach all livestock with caution. Adhere all warning notices. Wear appropriate clothing. Beware of any growing organisms. Beware of stagnant water. Seek medical advice should you become ill. Ensure all cuts and grazes are covered.
Gantry / temporary structures	All within vicinity	medium	The gantry / temporary structures must be put up by trained / appropriate individuals. They must be put together in the correct manner as provided in the instructions. They must be secured down with guy ropes if appropriate. In high winds it may be required to not use the gantry or temporary structure and use alternative options instead. Once erected it should be supervised by a dedicated individual and should be checked for sturdiness by competent/trained individual.
Wind chill and exposure when stopped	Marshals, Participants	High	First aiders on hand and vigilant. Marshals briefed on importance of correct clothing for outdoors e.g. warm kit and waterproofs.
Shared use of paths with pedestrians.	Participants, Pedestrians	Medium	Participants instructed to give way (>2m if Covid 19 restrictions apply at the time of the race) to pedestrians on paths in brief and event notes. Open to runners and walkers so will spread out. Caution race in progress signs at entrance/exits to narrow paths. Must keep social distancing to other members of the public.
Shared use of paths with mountain Bikers, horse riders	Participants, Marshals	High	Participants instructed to give way (>2m if Covid 19 restrictions apply at the time of the race) to Mountain Bikers and horse riders on paths in the brief and the event notes. Open to runners and walkers and with limited numbers so participants will spread out. Caution race in progress signs at entrance/exits to mountain bike paths. Ensure route does not follow down any dedicated mountain bike trails.

Fire Risk	Participants, Marshals, Spectators	Low	As the event is almost entirely outside with limited electrical or fire devices then there is a low risk of starting fires. Any indoor hired locations must adhere to the fire policy of the hired locations including exit points, numbers and appropriate usage. This should be identified and highlighted upon booking.
Fire Risk of using stoves or camping equipment in shelters	Participants, Marshals	Low	No using of camping style cooking equipment inside any shelters or vehicles.

Specific Hazards In Relation To Rhyslyn Car Park

Identified Hazards	People Affected	Unmanaged Risk Level	Control Measures
Vehicular accidents	All	Low	Vehicle Access denied, Marshals on access point to prevent access Warning signs placed in the vicinity to warn drivers that access to car park is denied.
Collision between runners / cyclists / horse riders	All	Low	Pedestrians / horse riders / cyclists will be met by marshals at access points and requested to use foot path away from runners. Advice provided and access controlled.
Gatherings	All	Low but high chance of spreading COVID	Gatherings must be avoided and discouraged by marshals should they be seen. Even though there is now low risk associated with Covid, warnings must be provided.
Narrow paths	Pedestrians, cyclists and horse riders	Medium	Marshals at any such location to speak with visitors to provide advice to visitors and to make safe progress along paths

Specific Hazards On Route

Identified Hazards	People Affected	Unmanaged Risk Level	Control Measures
Gatherings	All	Low but high chance of spreading COVID	Gatherings must be avoided. No mass starts, staggered start for participants and appropriate spacing dependent on restrictions at the time of the event.
Narrow paths	Runners	Medium	Marshals at any such location will confirm with race participant that that the path is clear.

Grouping of runners	Runners, Marshals, Spectators, Public	Medium	Marshals at appropriate locations to warning other path users of approaching runners. Runners told to stay in single file where possible and to adhere to any social distancing restrictions at the time of the event,
People/ Other users	Runners, Public	Medium	Inform runners to be courteous to other users of paths and trails and to adhere to any Covid-19 social distancing restrictions when necessary.
Road Crossings on sections of course	Runners	Medium	Adjust the course where possible to make use of Pedestrian crossings, tunnels and bridges. Inform runners they should cross the roads at the designated crossing and use the dedicated signals. Add some extra markers along sections to make route finding easy and obvious. Adhere to 2m social distaining. Marshals will be placed at any location where participants are to cross roads.
Other users of path such as Bikes, runners, walkers	Runners, Public	Low	Inform runners to be courteous to other users of paths and trails. Adhere to 2m social distaining if applicable.

Tired Runners	Runners	Medium	Marshals are to be vigilant and are to advise participants to retire if appropriate.
Last minute problems	All	Medium	A final route recce will be conducted in the leading up to the event to highlight any last minute changes.
Driving off road vehicles on Forest Roads or Track and any additional off-road driving in general.	Vehicles and Passengers, Any individual within vicinity.	High	Off road vehicles may be available for driving on non-public roads. BMR 4x4 ambulance and an event organiser vehicle will be utilised. Vehicles should only be used where necessary, and generally only used for an emergency or to cover first aid. Due care should be used at all time. Vehicles must stick to speed limits. In addition, drivers should adhere standard uk driving rules and regulations, and <u>not attempt to drive on terrain outside their training level</u> . For example- if driving an off-road vehicle over difficult off-road terrain the driver must have appropriate 4x4 handling training/qualification for the specific terrain. Drivers must stick to suitable well-maintained forest access. Consideration should be given to evacuating any casualties via alternative means to the waiting BMR ambulance if required. All to adhere to guidelines specific to COVID as identified by Law.

Finish	Runners, Participants	Medium	No loitering at the finish location and participants are to be advised to be collected a.s.a.p. The facility is to be fully covid compliant if applicable at the time of the event, with social distaining measures in place.
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Risk of COVID-19 Transmission (If applicable at time of time of race)	Everyone	Medium if unmanaged	<p>Three overriding principals apply:</p> <p>Social distancing along government guidelines is mandatory AND Law and entirely possible at every stage of the event. Runners, volunteers, crews, staff, and pacers should all maintain social distancing at all times.</p> <p>Gatherings of runners/ volunteers or any groups should be kept to a minimum.</p> <p>Participants, crew, volunteers, and staff should adhere to strict hygiene practises such as regularly washing and sanitising hands, and any equipment, and using facemasks where appropriate and directed.</p> <p>Marshals will be provided with appropriate PPE, gloves and face masks</p> <p>Where appropriate, alcoholic gel will be placed for the use of patrons and marshals</p>
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			<ul style="list-style-type: none"> • Pre-race- all details and information will be sent by mail before the event takes place. • Transport to the start- Participants will be asked to attend the start location at the designated time. This will be organised to ensure no large gatherings occur. If participants can only make the event by using the coach transport, they should follow the current guidelines on public transport. Currently face coverings are required in Wales. The use of public transport is now aloud for means of travel other than necessary travel only. Any coaches will operate at low capacity in line with the coach company procedures, ensuring social distancing, following the guidelines applicable at the time and the transport providers guidelines and protocols. • Race Briefing will occur on-line means if restrictions prevent them being conducted face to face. <ul style="list-style-type: none"> • Starting- If restrictions remain in place at the time of the event, participants will be allocated a start time. They will be required to arrive at the start line 5 minutes before their allocated start time, and importantly not before in order to avoid any large gatherings. They will register with the event marshal. There will be a gap between participants starts dependent on guidance at the time.. To further enhance social distancing there will be a number of starting waves. A normal start for normal participants and an elite start for faster elite participants which will ensure no gatherings. To ensure no congregating or gathering in groups at the start the waves will be spread out to appropriately deal with the number of participants.. • Participants overtaking- an overtaking policy will be introduced whereby participants should maintain 2m if they catch up participants in front. If another participant catches them up the runner in front should move to the side <u>at an appropriate and safe place to allow passing</u>. This social distancing policy will
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		also be applied to participants overtaking other individuals they see on route such as any members of the public.
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		<p>Marshal locations will all be outside where possible. There may be the small shelters available for the marshal and for emergency shelter if the forecast is poor. If so, only one participant will be allowed into the shelter at any one time, and a simple cone system will guide participants in and out. Before entry into any shelter participant will be required to use hand sanitiser and add face coverings. Marshals will be required to keep social distancing and enforce it.</p> <p>Bag drops: Social distancing is to be adhered to if queuing to leave a bag. Face coverings are to be worn, gloves are to be worn by any handing staff and sanitiser is to be used after each drop off.</p> <p>Gates and stiles: Runners should not touch any gate or stile with uncovered hands eg. wear gloves.</p>
		<p>Hand Sanitiser, Face Mask and Gloves to be located at styles or gates. When entering temporary structures or buildings sanitising materials will be provided and appropriate signage utilised.</p>
		<p>If any runner, crew, pacer, volunteer, or staff member has had any symptoms related to COVID-19 in the 14 days prior to race day then they must not attend the event.</p>
		<p>Marking signs are minimal, but any placed will be placed using gloves and appropriate PPE. Signs coming into checkpoints will remind of the importance of social distancing and regular sanitizing of hands.</p>
		<p>Toilets: strict social distancing protocols will be employed at any toilets. They will be kept clean and sanitised. Signage will indicate the importance of using a face mask, limiting numbers and sanitising.</p>
		<p>Participants must provide name and address of anyone collecting, crewing or dropping them off at the start to allow track and trace if required.</p> <p>Spectators are asked not to attend the race anywhere on course apart from to collect at the end.</p> <p>Runners must ensure their medical details and postal address are up to date on the registration system.</p>

			<p>Symptoms on race day, they are to be isolated from all other participants. They will then need to be returned to “Home” to self-isolate and arrange a swab test. We may need to consider this for people who have used public transport to get to the event (they won’t be able to use public transport to return home). Those who have driven themselves to the event can be returned to their car by the ambulance and given instructions to return home immediately for isolation. Those who have taken public transport will need to find another way to get home (I assume this is their responsibility).</p> <ul style="list-style-type: none"> • General Public/ Other trail users: As always, runners should give way to other trail users and be especially courteous when passing walkers, bikers and riders. To make sure to maintain social distancing when passing any other user and particularly through pinch points on narrow trail or through gates and stiles to stand well back where appropriate and allow others to pass safely and at distance. The route will be rerouted around any potential hotspots and a dynamic approach will be organised by the safety team that should a hotspot or danger occur on the day the safety team will reroute appropriately using standard procedures. • At the finish runners must take immediate onward transport with crew, family, friends or taxi to hotel/ home. • No Changing or showers are available. Toilets are available and will be cleaned hourly.
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APPENDIX 1: COVID Policy

Whilst continuing to monitor all possible information, our intention is to organise this event and to do so in the safest possible manner. We have looked at all aspects of the event weekend and the plan below goes as far as possible to reduce risk of transmission as possible.

Ultimately the event can be conducted safely, within government guidelines, almost entirely outdoors and with social distancing possible at all stages. Any staff and volunteers will be provided with PPE where appropriate.

We must accept that for the time being, racing in the traditional sense with a mass start and regular aid stations may not be possible – UK Athletics permit guidelines dictate that mass starts are not permitted. Despite the fast-changing situation and easing restrictions, coupled with the comprehensive vaccine rollout, we will consider limiting gathering numbers where possible. In any normal year the only place in this type of event where gatherings occur is at the start / finish, and by removing mass starts and replacing them with wave and staggered starts gatherings should not occur. This is for the safety of our participants, colleagues’ friends and our social duty to stop the spread of the virus.

By the time of the event it is possible that restrictions will be lifted to allow for larger suitably socially distance events to take place outside providing certain limitations are adhered to. The logical and sensible solution would be to organise the event with a combination of wave and staggered starts with participants setting off with appropriate intervals and spaces between the participants.

The adaptations to our event can mitigate for the risks concerned whilst delivering a safe and effective experience. Furthermore, the benefits to our participants both in terms of physical health and mental health is of paramount importance and it's clear and undisputed of the importance of physical exercise in the scientific literature for treating both mental and physical health conditions.

Ultimately the safest way for a participant to take part in this event, is to arrive at the start line ready to run with their kit on, having been dropped off by a member of their household. To run the course, collect their awards and to travel home with their crew. But of course, we are still able to cater for the participant who is alone and needs support from us as organisers.

Adapted protocols specifically to reduce the risk of transmission must be adhered to and should be looked at as an extension of the regular event rules. All of the usual event information applies these items are in addition to that information:

Three overriding principals apply:

Social distancing along government guidelines is mandatory and law and entirely possible at every stage of the event. Runners, volunteers, crews, staff and pacers should all maintain social distancing at all times.

Gatherings of runners/ volunteers or any groups should be kept to a minimum.

Participants, crew, volunteers and staff should adhere to strict hygiene practises such as regularly washing and sanitising hands, and any equipment, and using facemasks where appropriate and directed.

The key event changes are highlighted below.

- Pre-race- all details and information will be sent by email and social media before the event takes place.
- Transport to the start- Participants will be asked to be dropped to the start location at the designated time where possible. This will be organised to ensure no large gatherings occur. If participants can only make the event by using the coach transport, they should follow the current guidelines on public transport. Currently face coverings are required in Wales. The use of public transport is now aloud for means of travel other than necessary travel only. Any coaches will operate at low capacity ensuring social distancing, following the guidelines applicable at the time and the transport providers guidelines and protocols.
- Race Briefing will occur on-line means where possible.
- Starting- Participants will be allocated a start time. They will be required to arrive at the start 5 minutes before there allocated start time, and importantly not before in order to avoid any gatherings. At the allocated start time the participant will be able to start. There will be a gap between participants starts dependent on guidance at the time, this will ensure the appropriate gap between participants. To further enhance social distancing there will be a number of starting waves. A normal start for normal participants and an elite start for faster elite participants which will ensure no gatherings. To ensure no congregating or gathering in groups at the start the blocks will be spread out.

- Participants overtaking- an overtaking policy will be introduced whereby participants should maintain 2m if they catch up participants in front. If another participant catches them up the runner in front should move to the side at an appropriate and safe place to allow passing. This social distancing policy will also be applied to participants overtaking other individuals they see on route such as any members of the public.
- Marshal points will all be outside where possible. There will be the usual small shelter available for the Marshal and for emergency shelter if the participant requires. One participant will be allowed into the shelter at any one time, and a simple cone system will guide participants in and out. Before entry into a shelter participant will be required to use hand sanitiser and add face coverings. Marshals will be required to keep social distancing and enforce it.
- No Spectators or pacers will be permitted at the start except to drop a participant off.
- Gates and stiles: Runners should not touch any gate or stile with uncovered hands eg. wear gloves.
- If any runner, crew, pacer, volunteer, or staff member has had any symptoms related to COVID-19 in the 14 days prior to race day then they must not attend the event.
- Marking signs are minimal, but any placed will be placed using gloves and appropriate PPE. Signs coming into relevant areas will remind of the importance of social distancing and regular sanitizing of hands.
- Toilets: strict social distancing protocols will be employed at any toilets. They will be kept clean and sanitised. Signage will indicate the importance of using a face mask, limiting numbers and sanitising.
- Participants must provide name and address of anyone collecting, crewing or dropping them off at the start to allow track and trace if required.
- Spectators are asked not to attend the race anywhere on course apart from to collect at the end.
- Runners must ensure their medical details and postal address are up to date on the registration system.
- The Medical support team will operate a “Non” Standby at Aid Stations policy, but will attend when called in. Where a runner, volunteer or marshal exhibits COVID-19 Symptoms on race day, they are to be isolated from all other participants. They will then need to be returned to “Home” to self-isolate and arrange a swab test. We may need to consider this for people who have used public transport to get to the event (they won’t be able to use public transport to return home). Those who have driven themselves to the event can be returned to their car by the ambulance and given instructions to return home immediately for isolation. Those who have taken public transport will need to find another way to get home (I assume this is their responsibility).
- General Public/ Other trail users: As always, runners should give way to other trail users and be especially courteous when passing walkers, bikers and riders. To make sure to maintain social distancing when passing any other user and particularly through pinch points on narrow trail or through gates and stiles to stand well back where appropriate and allow others to pass safely and at distance. The route will be rerouted around any potential hotspots and a dynamic approach will be organised by the safety team that should a hotspot or danger occur on the day the safety team will reroute appropriately using standard procedures.
- At the finish runners must take immediate onward transport with event organiser, family, friends or taxi home.
- No Changing or showers are available. Toilets are available and will be cleaned hourly.



Don't give
pests and
diseases
an easy ride

Human activity is a key factor in the spread of pests and diseases, being able to move them faster and over longer distances than natural means of spread can.

Visitors to the woodlands can play an important part in preventing the spread of pests and diseases. We can unknowingly encounter infection as we walk through the woodland, this can be spread by the mud & leaves that collect on our footwear or wheels. Infection could be spread to the next place we visit if we do not clean our footwear and bikes before our next visit.

You can help reduce the spread of pests and diseases by carrying out simple cleaning tasks. These will hopefully become second nature as you get used to arriving for each walk or bike ride with clean equipment. You can also keep an eye out for any sightings of possible tree disease or pest and report to TreeAlert.

Think feet

Arrive in the woodland with clean boots or shoes. You'll be sure you aren't carrying tree pest or disease from your last walk in the countryside.

After your visit, simply knock any mud and leaves from your footwear and wash any leftover mud off once you're home. This will ensure you don't accidentally move disease across the countryside.

Think wheels

Arriving in the woodland with clean bikes can help prevent the spread of tree diseases too. Brush off any loose dirt from your bike & tyres before you leave the woodland. Once you're home, wash any further mud or debris just to be thorough.

Keeping your bike clean does more than keeping it looking good and working well.

Think future

Keeping it clean really is that simple. You may be wondering what real difference you can actually make - but if we all take small steps together now, we're taking big steps toward keeping Wales' woodlands and countryside beautiful for generations to come.

For areas known to be infected:

Keeping your kit clean is always important for tree health, but there are situations where you may have to take more care.

- When there is a pest or disease known to be present
- There is a Plant health Notice in place

In these cases you are likely to notice a lot more signage around the woodlands. Please take the advice given on any of these signs you come across, they will contain important information in the battle against tree pests and diseases.

Key contacts and resources

- Stay up to date:
- Tell us if you spot any ill health in trees: forestry.gov.uk/treelert
- Learn more from our biosecurity info

For more information on our #Keepitclean campaign visit <https://naturalresources.wales/forestry/tree-health-and-biosecurity/biosecurity/?lang=en>



6.0 Insurance

Insurance cover is provided by Welsh Athletics. A copy of this insurance cover will be provided along with any race applications, below are details of cover

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 and/or subsidiary companies and/or all affiliated National and Regional Associations, Federations and bodies and all affiliated clubs and associations

PRIMARY PUBLIC/PRODUCTS LIABILITY

INSURER: Royal & Sun Alliance Insurance Plc

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

Financial Loss (UK Only): GBP 250,000 **The total amount payable in respect of all damages**

6.0 Race Terms and Conditions

Patrons will be required to agree to the race terms and conditions upon registration for the event. These terms and conditions not only cover the event, they also cover the acceptance of data sharing in the unfortunate event of a Covid outbreak being identified.

1 PARTICIPATION

1.1 Participants must be the following years of age or older on the day of the event.

1.1.1 1 Mile- If under the age of 9, we advise them to be accompanied by an adult (Welsh Athletics directive)

10k- over 15 years old on race day

1.2 By taking part, all participants confirm that their names and/or video footage or photographs taken during their participation may be used to publicise the Tata Steel Richard Burton 10k Run.

1.3 Participant race numbers are specific personal identifiers and may not be passed on or sold to any other person. Sale or passing on of race numbers is strictly prohibited and will result in the disqualification and/or banning of any individuals involved from future events.

1.4 Participants must not be under the influence of drugs or alcohol.

1.5 Participants must be fit to run and free from injury. The Participant acknowledges that participation in the Event is physically strenuous. It is acknowledged that participation in the Event will be physically demanding and the Participant is aware of the nature of the Event and associated medical and physical risks involved.

1.6 The Event Organiser reserves the right at any time to remove Participants from the Event or prevent Participants participating in the Event and future events if, in the Event Organisers sole discretion, it considers such action necessary for safety reasons or the proper enjoyment of the Event by other Participants or for any other reasonable reason. No refund of the Fee shall be made if the Participant has acted negligently, maliciously, with wilful misconduct or otherwise without due care and attention for the Event or other participants, so as to cause his/her removal/disqualification; the said athletes may also face a life ban from all events.

1.7 The Participant agrees that he/she is physically capable of competing in the Event and agrees to be solely responsible for his/her actions and the Event Organiser, its officers, employees, agents, affiliates, associated companies, sponsors or medical advisers are not responsible for any injury or illness that the Participant may suffer as a result of his/her participation in the Event

1.8 While the Event Organiser takes every care with the staging of the Event, the Participant acknowledges that personal accident and personal items insurance is his or her sole responsibility.

2 PAYMENT AND REGISTRATION FEES

2.1 You are eligible for a full refund (minus the Full On Sports online booking fee and NRW facilities fee) within the 14 days cooling-off period from the day of booking. The cooling-off period does not apply where a booking is made within 21 days of the event date. In the event of a War, global pandemic, famine no refunds can be given and the event will be postponed for a later date or changed in order for it to go ahead, for example changed to a virtual race.

2.2 Use of discount codes are restricted to the original recipient only, misuse of these codes will result in disqualification from this event. Refunds will not be issued.

2.3 Entry fees are subject to change and Bryn and Cwmafan Events has the right to amend the price at its discretion.

2.4 Due to the nature of sporting events, we are unable to make exceptions for injuries, etc

3 PARTICIPANT WITHDRAWAL

3.1 Any participant who fails to arrive at the start line on time will be assumed withdrawn from the race and will not be eligible to a refund of any kind. No late starters will be permitted to cross the start line.

3.2 Entries cannot be deferred to the following year nor to any other event.

3.3 The participant acknowledges that the refund scheme set out above is fair and reasonable, and the monies the Organiser may retain in respect of any withdrawal represents a reasonable pre-estimate of the Organiser's loss in each case.

4.0 CANCELLATION AND ALTERATIONS OF THE EVENT

4.1 If the event is cancelled because of circumstance beyond the reasonable control of the Organiser; including and not limited to, an act of God, explosion, acts of a public enemy, war, insurrection, terrorist act or threat of terrorist act, sabotage, epidemic, embargoes, strikes or the death of a leading member of the British Royal Family then the participant will not be entitled to a refund of the entry fee and compensation of other losses, such as travel or accommodation expenses.

4.2 The organisers reserve the right to alter aspects of the race at any time. Any alterations, such as a change in start time, will be communicated to participants in good time to allow for plans to be revised.

4.3 The organiser reserves the right to amend the event format at their discretion. If the event format is changed the participant will not be entitled to any refund and no liability can be taken.

5 DISQUALIFICATION

5.1 The Organisers reserve the right to disqualify any participant found to be in breach of the terms and conditions.

5.2 Disqualification can be enforced upon partaking in any of the following:

- Urination in any area other than designated toilets en-route
- Swapping numbers with another runner, without prior consent from the organiser
- Possession of any banned item, such as dogs, baby joggers, baby strollers, skateboards, Nordic sticks, Kangoo Jump boots, rollerblades, hand cycles, unauthorised bicycles or any other wheeled device on the course, except for hand-propelled wheelchairs
- Deviation from the designated route
- Tampering with the timing chip
- Not adhering to the issued timing pen when asked to do so
- Refusing to obey the directions of the event official, city official or course marshal/steward, or who conducts himself/herself in an unsportsmanlike manner, or who uses offensive actions or language to officials, volunteers, participants or spectators may be disqualified from the event
- commit a criminal offence
- interfere with the staff or third party partners in carrying out their duties
- fail to obey the instructions of staff (including those relating to safety matters)
- appear to be under the influence of alcohol or drugs or be in unlawful possession of drugs
- Make a threat - even as a joke
- threaten to or actually endanger any property

6 EVENT DAY

6.1 Participants must follow instructions as given from all event officials including race staff, volunteers, medical personnel, security officers and city officials before, during and after the event.

6.2 All participants are expected to conduct themselves in a professional and courteous manner during their participation in the event. This means, for example, that urinating or defecating anywhere on or near the course shall be strictly prohibited except in toilet facilities. Anyone violating this rule of conduct shall be disqualified from the event and will be asked to leave the course.

6.3 Every participant shall be provided with a race number which **MUST** be worn on the front of shirts and be visible at all times during the event. The race number is to be worn as issued. No participant shall be permitted to participate in the event without the appropriate number.

6.4 All participants must write their name and details of any health problems or medication on the reverse of the race number, which must be worn on the front of shirts during the race.

6.5 Participants should also inform the race organisers of any special medical conditions.

6.6 Participants must begin the event during the official recognised starting times.

7 PARTICIPANT OBLIGATIONS

All participants must oblige to the following:

7.1 Advice provided by the Organiser as well as instructions and directions given by officials and race marshals of the event.

7.2 Avoid using headphones whilst running, to limit the risk of injury to yourself and other participants. The Organiser will not be held responsible for incidents caused as a result of the use of headphones which inhibit the communication of important warnings or information from emergency services or course marshals.

7.3 Participants accept that they must make their best efforts in training for and completing the course in less than 2.5 hours (15 minutes per KM).

7.4 You will be provided with a race number which you must conspicuously wear on the front during the race. You will not be permitted to run in the race without the appropriate race number. Anybody found running in the wrong race number may be disqualified and may be refused entry into any future Events. Race numbers must be worn as issued not be altered, cut, folded, or otherwise concealed or mutilated in any way. It is a condition of entry that all runners must complete the contact details and medical information (if applicable) on the entry form.

8 THE START

8.1 All participants must be positioned behind the starting line when starting and must run over the start mat to activate their timing chip, failure to do so will result in a finishing time not being available for them.

participants need to assemble in their correct start wave

9 COURSE MONITORING

9.1 Any participant who has been found by a course marshal/steward, event official or surveillance equipment to have gained an unfair advantage by intentionally shortening the route of the race ("cutting the course") shall be immediately disqualified from the event.

9.2 No persons are authorised to be on the course unless they are registered participants. Therefore, no person shall be allowed to accompany a participant if he/she is not registered in the event, nor shall any participant be allowed, without the permission of the event management, to receive assistance from anyone during the progress of the event. Any person not properly displaying an authorised and issued race number shall be directed to leave the course.

9.3 A hands-on medical examination during the progress of an event by officially designated medical personnel shall not be considered assistance and will not result in disqualification if participant is deemed medically fit. If a participant becomes ill during or after the event and/or receives medical attention or treatment either from event medical staff, medical providers or any doctor or hospital, they authorise such persons to provide details (including details of medical treatment).

10 PARTICIPANT SAFETY

10.1 Medical personnel authorized by the event to do so may examine any participant who appears to be in distress. If in the sole opinion of authorised medical personnel it is in the best interest of the participant's health and welfare, medical personnel may remove the participant from the event.

10.2 Participants must retire at once from race if ordered to do so by a member of the event's official staff, official medical staff, or any person in authority, including fire and police officers.

10.3 Participants are responsible and assume liability for any and all medical expenses incurred as a result of training for and/or participation in the event, including but not limited to ambulance transport, hospital stays, physician and pharmaceutical goods and services.

10.4 In the interest of safety, the Race Director and event officials, in consultation with the Police and Emergency Services, reserve the right to delay, cancel, or suspend the race due to extreme inclement weather or a major incident on or near the event route. In these circumstances, no refunds will be issued.

10.5 In the event of any major occurrences along the route, the Race Director and the Emergency Services reserve the right to alter/shorten the route, but still provide a race if possible. In these circumstances, no refunds will be issued.

10.6 The Race Director and the Emergency Services reserve the right to stop the race at any time, if deemed necessary. These would be in circumstances beyond our control and no refunds would be given.

10.7 If you have any health concerns or are uncertain whether you are fit to run, please contact your GP before you enter. If you have medical conditions that may affect you during the race or are taking any medication(s) you are required to indicate these on your entry form, so that it is evident in the event that you need medical attention during the race.

10.8 In certain cases, you may need to check your doctor is happy for you to take part. This might be because:

- You have a pre-existing medical condition
- You have an unstable medical condition
- You are pregnant
- You have experienced a recent illness, injury, surgery or hospitalization

You agree to complete the medical notes and details in full when signing up for the event.

11 LIABILITY

11.1 Participation is at the participants own risk. Except only for death or personal injury resulting from our negligence we accept no responsibility whatsoever for any injury, illness, loss or damage to property and possessions, action, claim, economic loss, cost, or expense howsoever caused which may arise in consequence of your participation in the race.

11.2 The organiser, its staff, agents or contractors shall not be liable for indirect or consequential loss or damage.

11.3 The Organiser will not be liable for any computer result anomalies or any technical malfunctions.

11.4 Whilst the Organiser takes every care with staging the event, the participant acknowledges that personal accident and personal items insurance is their own responsibility. The organiser shall not be liable to the participant for any loss or damage of or to personal equipment belonging to the participant, or any indirect or consequential loss or damage whatsoever arising out of the participant taking part in the event, or for any loss of business, revenue or profit, loss of reputation, anticipated savings or wasted expenditure, pledges made on your behalf or to charity.

11.5 The Organiser will not be responsible for the behaviour of any spectators or third parties.

11.6 The Organiser cannot be held responsible for any issues or allergies resulting from food and drink products given out on the day of the event.

12 COLLECTION AND USE OF DATA

12.1 The participant agrees and consents to the Organiser using his/her personal details provided in his/her online registration form for the following purposes:

12.1.1 EVENT ADMINISTRATION

12.1.1.1 The Organiser requires a record of each participant's registration details including third party emergency contact information for administration purposes in order to properly and safely conduct the event.

12.1.1.2 By participating in the Tata Steel Richard Burton Run you acknowledge and agree that personal information (including medical information entered against your race number or collected by event medical staff during or after the Event) can be stored and used in connection with the organisation, promotion and track and trace and administration of the Event and for the compilation of statistical information.

12.1.1.3 confirm that my name and television, video footage, audio recordings or photographs taken during my participation may be used to publicise the event, event sponsors/partners and Tata Steel Richard Burton 10k Run generally, including television, website and DVD/video broadcasts.

12.1.2 EMAIL/SMS COMMUNICATION

12.1.2.1 The organiser will use the participants contact data submitted on the online form to send the participant information by email and or SMS relating to the event, other events and any further categories of news and promotional information as the participant may have requested on the Online Registration form.

12.1.2.2 The participant acknowledges and agrees that the organiser may send an email or SMS notification following the event inviting the participant to submit or renew his/her registration for any future events.

13 RESULT TIMING

13.1 All participants are assigned a chip timing device prior to the event in their race pack.

13.2 Chip time is the official time used for all prize results.

13.3 Times shall be rounded up to the next highest second.

13.4 Participants must wear their assigned timing device continuously attached to their runner number from start line to finish line, to receive an accurate finish time.

13.5 Participants found to be wearing two or more timing devices during the race will be disqualified and their results will not be recorded.

13.6 Participants must begin the event during the official recognised starting time in order to register an official course completion time.

13.7 For practical purposes finishing times are only recorded up to 2 hours from the start of the race.

14 EXCEPTION

14.1 Any individual requesting a waiver of any of these rules from the event shall submit a written request no less than 30 days prior to the event date specifying the nature of and reasons for the request.

15 AMENDMENTS/RESERVATIONS/ACKNOWLEDGEMENTS

15.1 Event officials reserve the right to modify, supplement or waive all or part of the event rules without notice. It is participants' responsibility to check the event website for any changes. Participants shall be bound by any modification or supplement of the event rules published prior to the event. Failure to follow these event rules, as may be amended, will result in immediate disqualification, loss of prize money and removal from official results.

16 REFUSAL FROM THE RACE

We reserve the right to deny entry to, and to disqualify, any participant who fails to abide by the race rules or any of these terms and conditions.

CLOSE

Through registering for the Tata Steel Richard Burton 10k Run and the agreement to the Waiver and Terms and Conditions, a contract is agreed between Bryn and Cwmafan Events ("The Organiser") and the participant.