

COVID Risk Assessment Considerations for Mass Gatherings

COVID law <http://www.legislation.gov.uk/ukxi/2020/684/regulation/5/made>

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-the-public-on-the-phased-return-of-outdoor-sport-and-recreation>

<https://www.gov.uk/government/publications/staying-alert-and-safe-social-distancing/staying-alert-and-safe-social-distancing-after-4-july>

Key requirements to organising a mass gathering.

- (i) the gathering has been organised by a business, a charitable, benevolent or philanthropic institution, a public body, or a political body,
- (ii) the person responsible for organising the gathering (“the gathering organiser”) has carried out a risk assessment which would satisfy the requirements of regulation 3 of the Management of Health and Safety at Work Regulations 1999(1), whether or not the gathering organiser is subject to those Regulations, and
- (iii) the gathering organiser has taken all reasonable measures to limit the risk of transmission of the coronavirus, taking into account the risk assessment carried out under paragraph (ii),

As part of the event planning process during the COVID 19 phase, organisers will be required to produce a specific COVID risk assessment to consider the risks associated with the spread of the covid virus and to put in place measures that reduce risk to maintain the health and safety of the public. For events on public open space including the highway managed by Cheshire West and Chester Council, this document will be required as part of the confirmation process.

The risk assessment could include:

Consideration	Notes
Lead person for COVID social distancing.	To deliver a social distancing plan, consideration should be given to a lead person to write and implement the plan and that for this to work this should be their only task in the event delivery.
Support team	A team should be identified to address and manage social distancing and the measures implemented. It is possible this could double the number of staff and volunteers that are required.
Information	A document should be produced so that all involved in the delivery of the event are aware of their responsibilities and the message to communicate to the public. Information sheets should also be provided along with signage to inform the public of the arrangements in place and expectations of the public when they attend the event.
PPE for staff	Under Health and Safety at Work, the event should provide PPE to all staff and volunteers working on the event or ensure that correct PPE is worn in areas of risk. This could include masks, gloves or shields.
Build and Derig	Has sufficient time been set a side to build or de rig the site due to activities taking longer to enable social distancing of contractors.

Track and Trace	If activities are in an enclosed space for example a marquee for a bar or stage, are there mechanisms in place to record contact details if track and trace is required following a person testing positive.
Handling money	As this could carry a contamination risk, what processes and measures are in place to reduce this risk.
Venue	Is the venue suitable for the type of event and scale of audience and how is the area impacted by normal public not attending the event or by the event impacting other members of the public? While events may have taken place at a site in the past, has due consideration been given to either significantly increasing the size of the event area to enable social distancing or reduce the numbers attending. To enable social distancing a factor of 4 may be appropriate.
Site layout	If structures, traders, concessions, activities or rides are on site, does this enable appropriate queue space, gathering and spacing between structures to support social distancing. Do contractors who run these services also have queuing and cleaning systems in place appropriate to the activity?
Social distancing	Is the event area and crowd spaces set up to enable social distancing of individuals or family groups? This should be based on 2m outdoors and only be 1m plus indoors, if additional measures are in place which could include masks. Is the space being marked out to enable this and are stewards on site to ensure people work to the measures in place.
Rule of 6 From 14 September	Following an update from government, for a mass gatherings the Rule of 6 still applies. This means that when large numbers attend an event, the organiser needs to ensure that groups which gather in the event space must not exceed 6 people and that people should not swap from group to group. The organiser should put measures in place to communicate and manage this process.
One way and give way systems	Has the public flow of the event space been considered which may include separate in and out gates, counting of numbers attending and one-way flows if areas are confined.
Signage	Is there appropriate signage and information at queue points and gathering spaces to ensure social distancing is maintained. As the event has brought people together the organiser has a duty to the staff and wider public to guide and manage people to socially distance. It may not be acceptable as a planned event to say its the public choice.
Hand washing and sanitisation	Is there appropriate hand and sanitisation so that staff and the public can regular wash their hands?
Toilets.	Are there sufficient toilets to reduce queues and is there a cleaning regime in place to sanitise the facilities on a regular basis?
For participation events, how will starts and finish areas be managed	Is there a process to manage start and finish areas to ensure social distancing and reduce the number of people in a confined space?
Catchment	Has consideration been given as to where participants or audience come from? Does the event draw people from outside the borough or region and is there a possibility people could come from areas which are currently experiencing a local lock down?

Prize giving's	What consideration is there for alternative prize giving's to reduce risk?
Medical provision	Is the medical provision suitable for the scale and type of the event and are the medical providers able to manage a possible covid positive issue from a member of the public?
End of the event.	How is social distancing to be managed at the end of an event when large numbers of people leave at the same time?
Evacuation	If an evacuation of the site is required, have the alternative routes and spaces been considered that support the wider covid risk assessment.
Insurance	Is the event insurance provider happy, that the measures in place are appropriate to hold and insure the event?
Show stop	If its is deemed by the event organiser or an official body such as the police or regulatory bodies that the event is not satisfying COVID health and safety, what is the process to stop the event and clear the site while reducing risk?