

## Event Health & Safety Hazard Plan

<b>Event name</b>	College Sports Points Race				
<b>Event type</b>	Cycle points Race				
<b>Location/s</b>	Hampton Downs National & Club Circuits				
<b>Event Start Date</b>	25 <sup>th</sup> June 2023	<b>Event End Date</b>	25 <sup>th</sup> June 2023	<b>Document prepared by</b>	
<b>Event Start Time</b>	9am	<b>Event End Time</b>	1pm	<b>Date prepared</b>	15 <sup>th</sup> June 2023
<b>Pack In Start Date</b>	25 <sup>th</sup> June 2023	<b>Pack Out Start Date</b>	25 <sup>th</sup> June 2023	<b>Maximum number of participants (approx)</b>	200
<b>Pack In Start Time</b>	7am	<b>Pack Out Start Time</b>	1pm		
<b>KEY ROLES:</b>	<b>NAME:</b>	<b>PHONE:</b>	<b>EMAIL:</b>		
Race Director	Collette Amai	027 493 5073	Collette@collegesport.co.nz		
Race Manager	Logan Townsend Brendan Patterson	022 097 9599 021 335 029			
Hampton Downs Operations Manager	Mark Fluhler	027 534 8821	operations@hamptondowns.com		
Event Medic	Chris Griggs Becks Corcoran	021 460 991 027 410 0008			
<b>Client roles</b>			<b>Subcontractor(s) and roles</b>		
<b>Emergency Plan</b>					
Ambulance, Police, Fire			111		
Medical onsite			Radio communication		
Worksafe NZ			0800 030 4949		
<b>Emergency Evacuation plan</b>					
In case of emergency, requiring evacuation of the event due to fire, Earthquake, Serious accident Shut down all plant and equipment.					

All personnel are to proceed IMMEDIATELY by the safest identifiable route to the safe assembly point and remain there, so all personnel can be accounted for.  
 Do not return to the venue until the fire wardens or fire department have given the all clear.  
**When calling 111 read the following to the dispatcher.**  
**We have an emergency**  
**We need help from Ambulance/Fire**  
**Directions to the emergency**  
**Our phone numbers**  
**The medical problem seems to be...**

**Medical team and first aid procedure**

Organised by College Sport, communication via radio

**Event Description**

Registration, safety briefing, race.

**Hazard Identification and Plan of Control**

ID	Hazard	Existing (E) / Potential (P)?	Significant? Y/N	Eliminate (E) Isolate (I) Minimise (M)	Controls in Place/ Action Required	By Whom	Date Completed
<b>Pack-In Hazards</b> e.g. moving vehicles, manual handling, shared workspaces, work at heights etc							
	Moving Cars/Traffic flow during pack in and pack out	E	Y	M	Marshals around	College Sport	15-06-2023
	Cyclist riding bikes	E	N	M	Marshals around	College Sport	15-06-2023
<b>High Risk Hazards</b> e.g. work at heights, flying operations, pyrotechnics etc, confined spaces, hazardous substances							
	N/A						
<b>Event Hazards</b> e.g. electrical, set or staging structures, noise, lasers, trips, falls							
	Hairpin bend / collisions Other cyclists	P	Y	M	Marshals on corners and direct radio communication with recovery, medical team	College Sport	15-06-2023

<b>Environmental Hazards e.g.</b> exposure to weather e.g. UV, heat, cold, level of light, strobe lighting							
	Rain /Sun/Fog/Wind	P	N	M	Shelter for spectators and riders who are in the pit garages Marshals on track monitoring rider safety Race to be postponed/cancelled if weather conditions deemed unsafe by race director	Collette Amai	15-06-2023
<b>People Hazards e.g.</b> age, fitness, children, skills, number - crowds, security							
	Injury and accidents due to age or fitness	P	Y	M	Medical team on site	College Sport medics AMBULANCE	15-06-2023
<b>General Hazards e.g.</b> Smoking, alcohol, drugs, fatigue, hours of work, manual handling, lone working							
	General misconduct	P	N	M	Removal from site if behaviour not corrected immediately	HD/ College sport	15-06-2023
<b>Site Specific hazards e.g. any hazards identified by venue that may impact on event/activities</b>							
	Debris on track	P	N	E	Track to be swept prior to the event, marshals on track	HD	15-06-2023
<b>Pack Out e.g. moving vehicles, manual handling, shared workspaces, work at heights etc</b>							
	Same as the Pack in					College sport	15-06-2023
<b>Vehicle Hazards e.g. speed, road legal, floats, access to site</b>							
	Hairpin bend / collisions	P	Y	M	Marshals on corners and direct radio communication with Recovery Medic team	College sport	15-06-2023
<b>Staging/Structures e.g.</b> ground stability, size and weight, temporary structures/stands, scaffolding							

	N/A						
<b>Activities Hazards</b> e.g. amusement devices, flying fox, giveaways							
	N/A						
<b>Vendors Hazards</b> e.g. food/health safety							
	N/A						
<b>Other Hazards</b> e.g. waste management, helicopters, etc							
	Rubbish	E	N	M	Rubbish bins provided around the track	HD	15-06-2023

**Additional Health & Safety information relating to this event:**