Annex C – Safety Plan Template Multi Venue

The RallyFuture Stages

The RallyFuture Stage Rally will be held on 01 January 20XX at Bicester Motion OX27 8FY under Motorsport UK permit 20221234

The purpose of this safety plan is to:

Insert here, why you feel the safety plan is important and what its purpose is

This plan will be distributed to the following people and agencies

Insert here a list of who will get the document and whether in hard copy or electronically

What other documents do you have/have you produced which should be read in conjunction with the Safety Plan to show the extent of your planning and preparation for the event and its safety elements

Insert here a list of other documents such as your operation plans, your Incident Management Plans, any set up tulips as well as mentioning that you comply with the National Competition Rules.

Do you have a Safety Policy – if so, mention it here:

Insert here the policy the event has and takes towards safety

The safety plan should specifically address issues in each of the following areas so make mention of each of these and say what you do about them in general terms linking the sentences to the specific areas that you have covered in your risk assessments.

Safety of the public (including medical/first aid cover);
Safety of the competing crews;
Safety of the volunteers at the event

Event Schedule

Kielder Forest Rally 2024

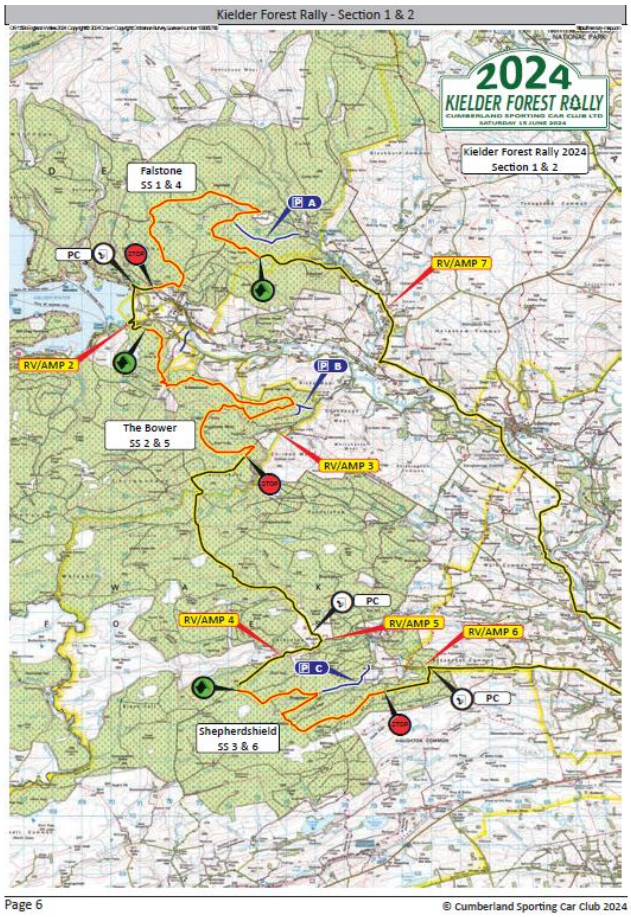
v1.6	01-Jun-2024

Saturday, 15 June 2024

TC / SS	Location	SS Dist. Miles	Liaison Dist. Miles	Total Dist. Miles	Target Time	First Car Due
RZ	Refuel - Hexham	-	-	-		
1	*Distance to next refuel*	*(21.11)*	*(51.23)*	*(72.34)*		
MTC 1	Hexham Auction Mart					09:00
1		-	26.24	-	1:05	10:05
SS 1	***Lanonyx - Falstone 1***	-	-	-		***10:08***
SF 1		***7.27***	-	-	0:09	***10:17***
2		-	1.81	-	0:15	10:32
SS 2	***Jordan Road Surfacing Ltd - The Bower 1***		-	-		***10:35***
SF 2		***8.61***	-	-	0:11	***10:46***
3		-	8.65	-	0:30	11:16
SS 3	***Paddaburn Forest Escapes - Shepherdshield 1***		-	-		***11:19***
SF 3		***5.23***	-	-	0:07	***11:26***
3A	Regroup - In	-	14.44	-	0:35	12:01
3B	Regroup - Out & Service - In	-	-	-	0:20	12:21
	Service A - Hexham	**(21.11)**	**(51.14)**	**(72.25)**	1:00	
3B	Service - Out	-	-	-		13:21

Section 1

Route Overview and RV points



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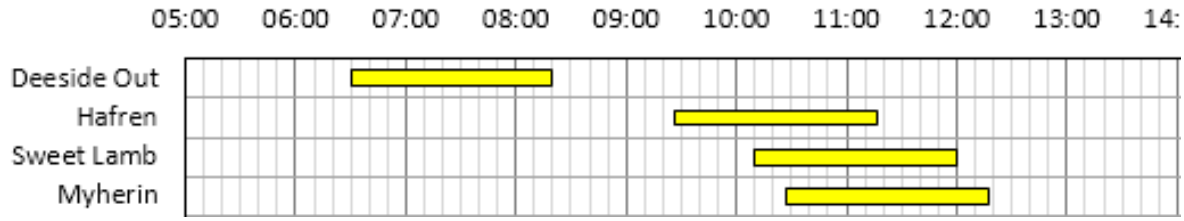
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OX27 8FY

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Motorsport UK Association Limited, trading as Motorsport UK
Registered Office: See main address
Registered Number: 1344829 England

MEMBER OF FIA

Convoy Diagram



Safety Car Schedule

Version 1.4	Official Cars		Safety Cars						
Section 1	Clock Delivery	Stewards No later than	Chief Marshal	Spectator Safety	Motorsport UK Safety Delegate	Safety 00	Safety 0	1st Car	Sweeper Car
Clock ID #	--	--	205	204	203	202	201	--	--
MTC1 Start - Hexham Mart	07:30	--	--	--	--	08:35	08:55	**09:00**	10:31
TC1	08:35	--	09:07	09:17	09:27	09:40	10:00	**10:05**	11:36
SS1 Falstone 1	08:38	08:50	09:10	09:20	09:30	09:43	10:03	**10:08**	11:39
SF1	08:47	--	09:28	09:38	09:46	09:57	10:12	**10:17**	11:48
TC2	09:02	--	09:43	09:53	10:01	10:12	10:27	**10:32**	12:03
SS2									

RALLY HQ contact number **+44 1234 567 890**

Rally Control Emergency Number **+44 1234 567 999**

Senior Officials on the event

Motorsport UK Safety Delegate	Fred SMITH
Motorsport UK Steward	Jane GORDON
Event Stewards	Ernest RIGHT, Jo BROWN
Clerk of the Course	Tess JAMES
Deputy Clerks of the Course	etc
Event Safety Officer	
Chief Medical Officer	
Spectator Safety Officer	
Chief Radio Coordinator	
Radio Controller(s)	
Stage Commanders for each special stage	
Media Officer	

Emergency and safety services contact details

Police
Hospitals (including address)
Fire Service
First Aid and casualty transport
Ambulance Service
Rescue Units located at each special stage
Recovery units located at each special stage
Doctor(s) &/or Paramedics located at each special stage
Divers if required
Other??

Risk Management

The plan must describe the risks assessed and how they are to be managed.

There should be specific coverage of the 3 categories of people – Competitors, Officials/marshals and spectators/the public. The example below is a good version of a practical Risk Assessment Template and can be found on the Motorsport UK website resources section for clubs and organisers as well in Annex M. This is not the only way to show the information, the second example is also one that works well.

	1. What are the hazards?	2. Who might be harmed and how?	3. What are you already doing?	4. Do you need to do anything else to manage this risk? If so, what?	5. Action by whom	6. Action by when	7. Date complete
1	Uneven ground and tree trunks	Spectators and marshals	Advising everyone to wear sensible shoes and taping off any excessively bad areas	As the stage is run entirely in daylight no other precautions are in place. First Aid cover is in place at spectator areas.	Advise marshals of the risks Notes in programmes and on website	2 weeks prior to event	
2	Refuel Area	Marshals	2 metre clear zone Separate from service area	Fire trained marshals with fire extinguishers in "ready" mode	Service Area Manager	Set-up	Event day

Hazard	Risks Posed	Risk Evaluation	Precautions/controls in place	Further action available	*Post action Risk Evaluation*
Uneven ground and tree trunks	Personal injury to spectators and marshals	Low to medium	Everyone is advised to wear sensible shoes and any excessively bad areas will be taped off	First Aid available at Spectator Viewing Areas and marshals can radio through to the Stage Commander should there be a problem	*Low*

(The Incident Management Plan will show what to do if despite your Risk Management Plans there is still an incident or accident).

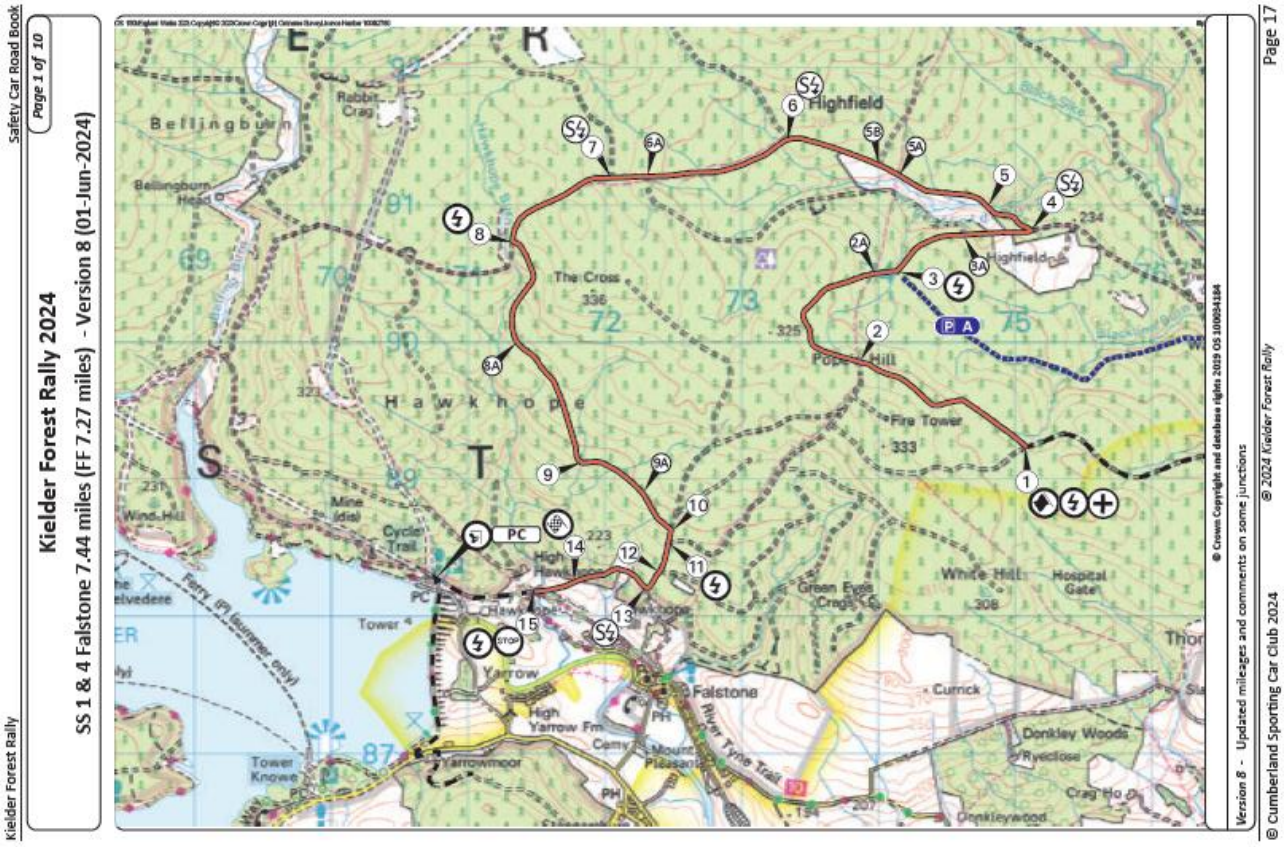
Spectator Safety

For spectator safety, you could include the following information in your risk assessment table and/or in your stage safety plans/set up diagrams

- Likely numbers of spectators expected and any specific issues that have arisen;
- Plans showing access routes, parking and spectator viewing areas with the relevant text pages on the facing page;
- Motorsport UK Notices and posters plus other signage used on your event;
- Communications to spectators on the event regarding safety e.g. programme, website, safety cars;
- Role of marshals on stage in managing spectators in relation to no-go areas, taped areas and spectator viewing areas;
- Predicted number of marshals per stage and at specific spectator areas;
- Role of stage commander in assisting marshals dealing with unruly spectators i.e. in suspending the stage if spectators do not wish to move when asked;
- The role of the safety cars in managing spectator safety – spec safety, 0, and 00/ 000 if used;
- Any issues specific to your event;
- Map references/GPS locations for stages and RV points

Stage Plans

Also see examples in ANNEX D & E



Thanks to the Kielder Forest Rally Team for sharing their examples.

Post No.	Miles Total	Miles Inter	Direction	Safety& Radio	Information	Predicted Marshals
3	1.71	0.09			Bend sign 100 metres before bend, only gate arrows required at junction Tape outside of bend Spec Plan	4

