Risk Assessment - Heritage Diesel Gala

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Assessment Approver: Kevin Jarvis

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Lead Assessor: Peter Smith
Team: Richard Winstanley, Catherine Johnson, Andy Durham & Kevin Jarvis

Gala events using diesel locomotives

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Injury to passengers Large numbers and/or crowding at levels higher than normally experienced could lead to trips, falls or crush injuries. Higher numbers of cars are expected. Possible bad behaviour from attendees.	Public	1) CRITICAL - Engineering: New Toddington roadway access segregates cars from passengers entering the station area. - Effective 2) CRITICAL - Engineering: One way system in Toddington car park improves traffic flows and reduces speeds. - Effective 3) CRITICAL - Administrative: Platform staff to monitor numbers on platforms and restrict access if there is a risk of persons having to stand close to the edge. - Effective 4) CRITICAL - Administrative: Guards, TTI's and station staff to monitor train loadings and redirect passengers if necessary. - Effective 5) CRITICAL - Administrative: Any customers displaying anti-social behaviour to be asked to leave the railway. Messages to that effect to be displayed on the GWR website. - Effective 6) CRITICAL - Administrative: Suitably trained and competent crossing monitors to be in place at station barrow crossings. - Effective	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	1) Administrative: Be aware of those using mobility scooters and other walking aids and keep them away from the platform edge. - Effective 2) Administrative: If the adjacent field is required for parking, refer to the separate risk assessment for this activity. - Effective 3) Administrative: If Port-a-loos are provided in the field, ensure that they are suitably and stabally mounted with adequate trip and slip free ccess - Effective	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	Injury and illness requiring first aid Higher numbers of people, hot weather, infection rates etc.	Public	1) CRITICAL - Administrative: First aid responders to be on duty - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Operations	Locomotive issues leading to service disruption Failure due to more intensive usage	Volunteers & Staff	1) CRITICAL - Engineering: Owners and groups to examine and prepare locomotives in advance of the event in accordance with normal GWR maintenance procedures. - Effective 2) CRITICAL - Engineering: All visiting engines to be subject to a 'Fitness to Run' examination before use and owners to provide evidence of air tank inspections, staff competence, fixed fire-fighting equipment and recent exams.. - Effective 3) Administrative: Timetables and rosters to be written so as not to excessively overload individual locomotives. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Gloucestershire Warwickshire Steam Railway Plc
Risk Assessment for Heritage Diesel Gala - Diesel Loco

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Operations	Disruption to Operations Poor planning of timetables, poor communication, higher frequency of trains, unusal operational activities leading to issues.	Everyone	1) CRITICAL - Administrative: Timetables to be written to allow recovery time at stations and crossing loops. - Effective 2) CRITICAL - Administrative: Timetables to be based on those used successfully previously. - Effective 3) Administrative: Some use of 'top and tail' working to Broadway eliminates run round times. - Effective 4) CRITICAL - Administrative: Timetables for staff to include details of all shunting and additional moves. - Effective 5) Administrative: Timetables to be written with enough slack so as to not encourage fast running or put staff under pressure. - Effective 6) Administrative: Limit running of services during hours of darkness and consider any additional control measures that might be necessary. Only one late train on the Saturday and this should be back at Toddington during daylight. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	Injuries in Yard and shed areas Slips, trips, falls or other incident	Public	1) CRITICAL - Elimination: No visits to the shed areas will be allowed in hours of darkness. - Effective 2) CRITICAL - Engineering: Cab visits in the car park or shed areas to be supervised and only allowed via secure steps tethered to the locomotives. - Effective 3) CRITICAL - Engineering: All pit areas to be suitably covered with rolling stock or barriered off to eliminate the fall risk. - Effective 4) CRITICAL - Administrative: If attractions are hosted and located in the diesel shed or other similar locations then particular care must be taken to ensure that all walkways are clear of any trip or slip hazards. Do not allow visitors to climb on locomotives or access cabs via loco steps. - Effective 5) CRITICAL - Administrative: Authorised walking routes and viewing areas are to be in place with physical barriers and hazard tape used extensively. - Effective 6) CRITICAL - Administrative: All walkways must be clean of any slip hazards such as oil and grease. - Effective 7) CRITICAL - Administrative: All walkways must be cleared of any trip hazards. - Effective	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Finance	Theft of tools or components Casual theft of items in the shed and yard areas.	Volunteers & Staff	1) CRITICAL - Administrative: All tools, loose engineering components and valuables to be removed from areas accessible by the public, particularly in shed areas. - Effective 2) CRITICAL - Administrative: Suitable numbers of GWR representatives to be present in shed areas when they are open to the public to supervise and observe the public. - Effective	2 x 1 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 1 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Finance	Loss of revenue due to commercial issues Unplanned costs or events	Volunteers & Staff	1) CRITICAL - Administrative: Full revenue and cost budget prepared in advance and approved by the Financial Director. - Effective 2) CRITICAL - Administrative: On-going costs to be monitored against the budget with any 'overspend' approved by the organiser and Financial Director. - Effective 3) CRITICAL - Administrative: Ticketing wristbands to be used for this event to simplify control. - Effective 4) CRITICAL - Administrative: On train ticket checks to be carried out by TTI's. - Effective 5) CRITICAL - Administrative: Staff to be aware and take precautions when handing and transferring cash as per normal operations. - Effective	2 x 1 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 1 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Injury caused by third party stall holders Various slips, trips and uncontrolled activities.	Everyone	1) CRITICAL - Administrative: Good housekeeping to be in place with no slip or trip hazards - Effective 2) CRITICAL - Administrative: Stall holders providing activities or catering to be in possession of their own public liability insurance. - Effective 3) CRITICAL - Administrative: Stall holders providing activities or catering provision should have their own risk assessments in place, a copy of which has been shared with the GWR. - Effective 4) CRITICAL - Administrative: Stall holders providing a simple sales outlet (such as loco groups etc.) should be given a GWR checklist of points regarding good housekeeping and how to avoid slips, trips and falls and this should be followed. - Effective 5) CRITICAL - Administrative: Stall holders to be inducted. - Effective	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	Injury to those involved in photo charters Slips, trips, falls and crash/crush or other incident	Everyone	1) CRITICAL - Administrative: A separate risk assessment to be in place and followed for any photo charter activities. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	Cab Rides in Yard Shunters Slips, trips, falls, crush etc	Everyone	1) CRITICAL - Administrative: A separate risk assessment is in place for this activity. - Effective	1 x 4 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	1 x 4 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	Brake Van Rides Slips, trips, falls, crush etc.,	Everyone	1) CRITICAL - Administrative: A separate risk assessment is in place for this activity. - Effective	1 x 4 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	1 x 4 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Injuries during activities at Gotherington Slips, trips falls etc	Everyone	1) CRITICAL - Elimination: Trains to stop over foot crossing to eliminate chance of passengers walking in front of the train. - Effective 2) CRITICAL - Engineering: Foot crossing to be clean and free from trip hazards. - Effective 3) CRITICAL - Engineering: Chippings to be in place to act as a ramp to the foot crossing. - Effective 4) CRITICAL - Engineering: Fences onto the GWSR and external land to be in place and in good condition. - Effective 5) CRITICAL - Engineering: Rabbit holes to be surveyed before the event and filled in if on a recognised walkway. - Effective 6) CRITICAL - Engineering: All signalling wires that might be a trip hazard to be removed. - Effective 7) CRITICAL - Engineering: Open fires in buildings to be protected by a guard. - Effective 8) CRITICAL - Engineering: Grass to be cut to a very short height. - Effective 9) CRITICAL - Engineering: Loose and overhanging tree branches to be cut down and removed. - Effective 10) CRITICAL - Administrative: GWSR insurance to be in place to cover the event and premises. - Effective 11) CRITICAL - Administrative: All machine rides (pump trolley, velocipede etc.) to be carried out with 'drivers' being competent Gotherington monitors. - Effective 12) CRITICAL - Administrative: Gotherington monitors to patrol the foot crossing and lineside from within the station property. - Effective 13) CRITICAL - Administrative: Yard gate onto GWSR property to be locked or bolted shut. - Effective 14) CRITICAL - Administrative: Gate to GWSR signalbox to be secured shut. - Effective 15) CRITICAL - Administrative: If underfoot conditions become sodden or frozen then some areas will need to be closed to the public. - Effective 16) CRITICAL - Administrative: Food will only be prepared and served once approval from Tewkesbury Borough Council has been received. - Effective 17) Administrative: Toilets to be provided by GWSR. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	General Issues and problems Various - Catch all for generic controls	Everyone	1) CRITICAL - Administrative: The Event Planner tool to be used to plan and coordinate the event. - Effective 2) CRITICAL - Administrative: An Event Briefing to be produced for all of those involved in managing the event and its contents to be adhered to. - Effective	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	2 x 2 = 4 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Health and Safety	Use of Observation Saloon Slips, trips, falls, contact, or other incident	Everyone	1) CRITICAL - Administrative: If the observation saloon is to be used, refer to the separate risk assessment for this activity - Effective	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Pop up bars for alcohol sales Slips, trips, falls, contact, or other incident	Everyone	1) CRITICAL - Administrative: If marquees, tents, platform buildings or other structures are to be used for alcohol sales, refer to the specific risk assessment for this activity. - Effective	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a
Health and Safety	Visiting loco crews and support staff Unfamiliarity	Everyone	1) CRITICAL - Administrative: If visitors from other railways are to be involved in support and operations then the specific risk assessment for this activity is to be followed. - Effective	1 x 3 = 3 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	None	n n n	n/a

COSHH Assessments

There are no COSHH assessments associated with this risk assessment.

Reference Documents

• Trade Stands H&S Checklist -

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