Risk Assessment - Railwayana Car Boot Event in Toddington Field

Reference No: COM-46085-46
Version No: 1
Assessment Approver: Kevin Jarvis

An event for the public and traders to sell goods from the boot of their car to visitors to the railway.
Event fully contained with the field adjacent to P2 at Toddington.
Normal services being run by the GWSR on these days.

Department: Commercial
Date Of Assessment: 04 March 2026
Review Due Before: 05 March 2029
Lead Assessor: Colin Charman (Safety)
Team: Kevin Jarvis (Process Assurance) & Jack Boskett (Marketing)

Railwayana Car Boot sales in Toddington P2 field

Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Uneven Ground Rabbit holes, wet ground, hidden debris. Slips, trips, falls, etc.	Everyone	1) CRITICAL - Engineering: Field to be inspected prior to the event and any necessary corrective actions put in place. - Effective 2) CRITICAL - Engineering: Any holes to be filled in advance. - Effective 3) CRITICAL - Engineering: Any debris to be removed in advance. - Effective 4) CRITICAL - Engineering: Any unsafe areas that can't be corrected are to be roped or barriered off. - Effective	3 x 2 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Elimination: Weather forecast to be monitored and event cancelled if extreme weather is likely. - Effective	1 x 1 = 1 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a
Score and Control Measure Notes. Underfoot conditions not likely to be perfect. Risk removed.							
Health and Safety	Contact with vehicles Vehicle movements entering and moving around site	Everyone	1) CRITICAL - Engineering: Entrance clearly marked from public road. - Effective 2) CRITICAL - Engineering: Exit clearly marked from field. - Effective 3) CRITICAL - Engineering: Traffic routes clearly identified and managed. - Effective 4) CRITICAL - Engineering: Walking routes to be segregated from traffic. - Effective 5) CRITICAL - Engineering: No vehicles to be allowed to move in the event space when open to the public. - Effective 6) CRITICAL - Administrative: 5 mph speed limit to be in place and enforced. - Effective 7) CRITICAL - Administrative: Public parking area to be separate from the event space. - Effective 8) CRITICAL - PPE: Traffic marshals to be identified with hi-viz. - 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	Poor Weather High winds, heavy rain, sun/cold exposure, lightning	Everyone	1) CRITICAL - Engineering: Any gazebos to be properly secured with weights and not just pegs. - Effective 2) CRITICAL - Administrative: Weather forecast to be monitored in advance. - Effective	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	1) Engineering: If weather is forecast to be hot, provided a shaded area for staff to take breaks. - Effective 2) Administrative: Cancel event in the case of extreme weather. - Effective	1 x 1 = 1 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	Personal Injury Manual Handling, lifting and carrying	Everyone	1) Engineering: Stall holders advised to use trolleys. - Effective 2) CRITICAL - Administrative: All GWSR staff to have undergone Manual Handling training. - Effective 3) Administrative: Encourage use of teams for heavy lifting. - 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	Fire BBQ's, gas appliances, smoking, vehicle engines, hot food vendors	Everyone	1) CRITICAL - Engineering: Grass to be cut to a suitable length so as not to come into contact with warm engines. - Effective 2) CRITICAL - Engineering: No refueling of vehicles to be allowed on site. - Effective 3) CRITICAL - Engineering: Clear routes to be maintained for emergency vehicle access. - Effective 4) CRITICAL - Administrative: Food vendors to be set up in a designated area. - Effective 5) CRITICAL - Administrative: Smoking or the use of e-cigarettes not allowed in the event space. - Effective 6) CRITICAL - Administrative: No BBQ's or gas cooking allowed in the field. - Effective 7) CRITICAL - PPE: Fire Extinguishers to be in place. - 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	Medical Emergencies Minor injuries, heatstroke, allergic reactions, serious incidents	Everyone	1) CRITICAL - Engineering: Emergency vehicle access routes to be maintained. - Effective 2) CRITICAL - Administrative: First Responder to be in attendance. - Effective 3) CRITICAL - Administrative: Fully stocked first aid kits to be available. - Effective	3 x 2 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	1) Administrative: Consider having a designated first aid location. - Effective	3 x 2 = 6 Medium - Risk to be minimised and controlled so far as is reasonably practical.	n/a
Score and Control Measure Notes. Difficult to have any control over people's health but provision of first aid support mitigates. Risk remains the same.							
Health and Safety	Crowd Control Overcrowding, lost children, disorderly conduct	Everyone	1) CRITICAL - Engineering: Event layout to be pre-planned, publicised and controlled. - Effective 2) CRITICAL - Administrative: Staff acting as marshals to be available throughout the event. - Effective	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	1) Engineering: Consider the use of a public address system. - Effective 2) Engineering: Consider the use of staff radios. - Effective 3) Administrative: Consider a system for managing lost children. - Effective 4) Administrative: Consider use of crossing monitors on the station foot crossing as volume of visitors will be higher than on a normal running day. - Effective	1 x 2 = 2 Low - Risk to be monitored to ensure it remains adequately controlled to an acceptable level.	n/a

Gloucestershire Warwickshire Steam Railway Plc
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Type	Hazard Cause	Persons Affected	Control Measures	L S T Overall	Additional Control Measures	L S T Overall	Owner/Action
Health and Safety	Waste & Hygiene Litter, broken glass, food waste	Everyone	1) CRITICAL - Engineering: Staff to clear litter during and after the event. - Effective 2) CRITICAL - Administrative: Provide adequate waste and recycling bins. - Effective 3) CRITICAL - Administrative: Stallholders to be responsible for removing their own waste. - Effective 4) CRITICAL - Administrative: No bin bags to be left for any time on the floor. - 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

COSHH Assessments

There are no COSHH assessments associated with this risk assessment.

Ends