

## EVENT

Event name:	<b>Serpentine Jekyll &amp; Hyde Park Halloween Duathlon</b>
Event date:	<b>28 October 2007</b>
Start time:	<b>08.00hrs</b>
Finish time:	<b>10.00h (all competitors)</b>
Route:	<b>Circular (anti-clockwise) run round Serpentine, cycle clockwise on West and North Carriage Drive. Run 1 - 8 km, cycle 19.5 km, Run 2 – 4.2 km</b>
No. of participants:	<b>175</b>
Start area location:	<b>West End of Serpentine Road at Lamp Post 129</b>
Finish area location:	<b>West End of Serpentine Road at Lamp Post 129</b>
Document author:	<b>Sam Allpass – modified by Nadya Labib</b>
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Version:	<b>One</b>

## SUMMARY SAFETY GUIDELINES

### General Description

The format of the event is run – bike – run, with the event being continually timed, including all 'transitions', with the winner expected to complete the course in a time of 1hr. 10 mins.

The run will start on the wide Serpentine Road going west towards Lancaster Gate, next to LP 129. The first run of two will be two laps and follow the old course of the Last Friday run, around the circumference of the Serpentine and onto Rotten Row, the course to be run in an anti-clockwise direction. The first lap will include an out and back portion from the Dell Café to the Bandstand before continuing along the Serpentine.

The second run will be one lap of the lake and finish at the same location as the start. The bike course will comprise 6 laps of West Carriage and North Carriage Drive between the South end of the Serpentine Bridge and Speaker's Corner, with the run to transition area being located on the car park on the North side of the Serpentine Bridge.

## Control Measures

1. Start run on the pavement next to Serpentine Road, approx. 150m east of the car park (at LP 129), line abreast using full width of pavement which is approx. 10m wide. With speeds of runners ranging from 5 min / mile to 10 min/mile the pack will spread to max 2 abreast within 500m of start. At return to the first transition runners will be in single file. Other park users at start of run to be warned of start of race through the use of megaphones and marshals.
2. A competitors' briefing prior to the start will advise competitors that they do not have priority over other park users, and must give way in the event of a conflict.
3. Advise cyclists to use the road lane in West and North Carriage Drive, with overtaking on the off side. Advise cyclists of raised pedestrian crosswalks and speed humps on both West and North Carriage Drive. All cyclists will use approved cycle helmets, which will be checked at registration.
4. Course will be checked for obstacles. These will be marshalled and competitors advised of obstacles. If diversions are not possible the event will be cancelled or cut short.
5. Event organizers to be responsible for ensuring Emergency Service is called by most expedient means (mobile phones to be carried by run organizer and principal marshals). Nearest hospital is the Accident and Emergency Unit at St Mary's Hospital, Praed Street, London: 0202 7725 6666. First Aid kits and first aiders scattered around the course to be available for minor injuries. Event Paramedics to be positioned on the slip road next to the car park with easy access to both the run and cycle courses and to Lancaster Gate.
6. Under extreme conditions, the organizer and principal marshal will confer and based on experience will decide whether the bike leg will proceed and if so, on what basis (e.g. reduced length).
7. A water station on 2no. foldable tables will be provided at the corner of the Serpentine and Serpentine Road at the start of the second run lap. A second water station will be located at Run In/Run Out per request of the Royal Parks. Litter to be removed during and after event.
8. The race will not go ahead unless required resources are available. (eg. Walkie talkies, fencing and signage)
9. Marshalls to be equipped with mobile phones, emergency contact details, maps and brightly coloured 'bibs' for identification
10. The transition area in which the bicycles are stored are out of bounds to all except marshals with the correct passes and competitors and will be fenced off using 2.5m lightweight portable barriers.
11. Time schedule
  - 5:00 am – Key organisers and barrier & cones supplier arrive – access to Park required
  - 6:00 am – Registration and 1<sup>st</sup> wave of marshals arrive. Competitors arrive via Alexandra Gate.
  - 7:00 am – Registration and Transition Open at Car Park. Second wave of marshals arrive.
  - 7:50 am – Transition Closes
  - 7:55 am – Race Briefing
  - 8:00 am – START
  - 8:30 am – 1<sup>st</sup> runners in / 1<sup>st</sup> cyclists on course
  - 9:40 am – last cyclist off course – okay to open WCD
  - 10:00 am – last runner in – RACE OVER
  - 10:30 am – Prize giving
  - 11:00 am – Barriers/cones/racks removed – Car park empty of race equipment.

## Organisation measures

1. Vehicles (1no. 'Luton' sized lorry, 1no. ambulance) [reg. Nos. to be advised] will enter the park after 5am on Sunday 28<sup>th</sup> October via Cumberland Gate. The lorry will park in the car park, next to transition area, and the ambulance will be in the Triangle car park adjacent to the transition area.
2. A section of perimeter safety fencing of length approximately 100m will surround the transition area. No posts will be driven into the ground. (see attached plan)
3. Registration on pavement in car park.
4. Barrier at entrance to car park from West Carriage Drive to be closed. Barriers at exit of car park and slip road on to West Carriage to be open. Barrier from car park to Serpentine Road to be open.
5. 100 no. (min) marshals to oversee race, responsible to Chief Course Organiser, Nadya Labib.
6. Parking. Competitors will be requested to park in car park on South side of Serpentine Bridge (Diana Fountain) and in spaces along Exhibition Road. Competitors will be instructed to pay for their parking after 10 am.
7. Toilets. Toilets next to Lido to be opened at 7am.

#### General (whole course) safety measures

	Risks Identified	Likelihood	Severity	Risk
1	Conflict with general park users around start (run)	L	M	M
2	Conflict with general park users around route	M	M	M
3	Conflict with park cyclists	L	M	M
4	Unexpected route obstacles causing runners to change direction or speed without warning	L	M	M
5	Medical emergency	L	L/H	M
6	Weather induced problems	M	L	L

## DETAILED RISKS & GUIDELINES

This table lists areas where the hazard is medium or high, and other hazards.

Location	Hazard	Level of Risk	Guidelines to reduce risk
West end, Serpentine Road	<b>Start</b> - high density of runners. No pedestrians likely	L	Start race on Serpentine Road (SR), opposite the Bandstand, marshals to be positioned every 100m up to the Dell Café. Inform all competitors before start of race to give way in the event of conflict.
Path along Serpentine	Pavement narrows	L	Instruct runners to self seed according to speed. Ensure start line is confined to pavement.
Tunnel under West Carriage Drive	Narrow passage way with runners	M	Station marshals at north end of passage to hold pedestrians until runners have passed on the first lap. On second lap the runners will be single file.
Run route round Serpentine	Pedestrians, dogs, cyclists	L	Marshals placed at all turnings of the route (24 in total).
West end, Serpentine Road	Finish of Run 1. Pedestrians likely.	L	3 marshals in this area between SR and transition.
Car Park exit to West Carriage Drive – BIKE OUT	Competitors merging onto race course, pedestrians	M	2 marshals stationed at exit to ensure cyclists mount at mount line. Cones to be placed providing feeder lane on to course. 2 additional marshals to alert/manage pedestrian traffic. 2 Marshals stationed in road to assist merging cyclists.
Car Park exit to West Carriage Drive – BIKE IN	Competitors entering transition area	M	Marshals to enforce bike dismount at entrance to transition area.
South end of Serpentine Bridge	180° bend, pedestrians likely	M	Station 3 marshals in area at turning point. Brief cyclists of sharp turn. Warn of possible slippery turn. Area to be coned and taped off to guide pedestrians to South of turnaround point. Marshals stationed midway across bridge on East side to warn cyclists to slow for turn.
West Carriage Drive	Raised pedestrian crosswalk and speed humps (3)	L	Cyclists to be warned of this in the race briefing. Marshals to be stationed at these points.
West Carriage Drive	Road narrows at old pedestrian crossing	M	Station marshals on either side of road to alert cyclists. Brief cyclists in race briefing.
Roundabout at Lancaster Gate	Traffic islands	L	Station marshals on islands to ensure cyclists note kerbs. Cone and tape off curve nearest gate.
Roundabout at Lancaster Gate	Pedestrians	L	Marshals to guide pedestrians around course and to crossing points on West and North Carriage Drive.
North Carriage Drive	Pedestrians, cyclists, horses	M	Station marshals at all crossing points. Extra marshals at horse crossings.

North Carriage Drive/Speaker's Corner	180° bend, pedestrians likely	M	Station 3 marshals in area at turning point. Brief cyclists of sharp turn. Warn of possible slippery turn. Area to be coned and taped off to guide pedestrians to East of turnaround point. Marshals stationed 100m from turnout point to warn cyclists to slow for turn.
Car Park Transition Area	Mounting and dismounting bikes, pedestrians possible	M	Station 2 marshals to transition area to ensure compliance with rules, helmets to be fitted before exit from transition. Pedestrians to be advised of hazard
West end, Serpentine Road	<b>Finish</b> - high density of runners. Pedestrians likely	L	West end, Serpentine Road at LP 129. Tape funnel to collect runners and take times. Runners disperse.