

RISK ASSESSMENT FOR EVENT - Cardboard Boat Race in Bristol Docks

Date of Assessment: April 2025 (revisited in July) Assessed by My Future My Choice (MFMC), and the participants

What is the Task/Activity or Environment You Are Assessing?	What Hazards Are Present or May Be Generated?	Who is affected or exposed to hazards?	What Degree of Injury Can Reasonably be Expected (Risk Rating Matrix Table 1)?	What Precautions are Already in Place to Either Eliminate or Reduce The Risk of an Accident Happening (Existing Controls)?	What Likelihood/Probability is there of an Accident occurring? (Risk Rating Matrix Table 1)?	What is The Risk Rating (See Note Below & Risk Rating Matrix Table 2)?
Accessing Pontoon with a cardboard vessel	Slipping / falling. Crowded / narrow space unwieldy structures	All competitors Commentator and staff	Serious	Barriers/staffing to prevent public access to the pontoon Competitors bring boats to pontoon in advance Harbour Masters Team rules applied	low	Medium
Being in the water	Drowning Hypothermia	All competitors	Fatal/serious	Safety boat in place to pull people out if needed Participants all consider the risk and own health/fitness Briefing and advice to competitors All to wear a buoyancy aid Sample water quality (docks engineers have this information) Harbour Masters Team rules applied	Low	Medium
Moving soggy cardboard out of the water	Heavy – risk of slipping / strains Wet cardboard left on pontoon – slip hazard	All involved	Moderate	Work with docks engineering team to tidy away all cardboard or isolate it public until collected	Low	Low
Walking large cardboard boats from Balmoral to Pontoon	Bumping jostling of others / slips and falls	All including the public	Moderate	Set up before crowded – 11:00 on Prince Street Pontoon All to have buoyancy aids if on the pontoon Guides making announcements to enable crowd to ‘make way’ for the procession Compeer on Tanoy	Low	Low

Moving small model boats from pontoons vessels for transport and launching on water	Slips falls	The team involved	Moderate	<p>Buoyancy aids where required</p> <p>Limited number of people involved</p> <p>Harbour Master is in charge of launch vessel on Saturday</p> <p>Skipper of SEA Cyclor is in charge of smaller launch event on Sunday and vessel is designed for correct numbers with buoyancy aids and correct certification</p>	Low	Low
<i>Music and Visitor Events on the MV Balmoral at the Harbour festival;</i>				<i>These fall under the MV Balmoral H&S procedures/ Risk Assessments and Liability insurance and insurance for public events including their bar license</i>		
NOTE: If the risk rating is either Unacceptable, High or Medium proceed to section 2. If the risk rating is Low no further action is required.						

Section 2 - ACTION PLAN

What is the Hazard You Need to Control ?	What Additional Precautions do You Need to Either Eliminate the Risks or to Reduce the Risk to: at Least the MEDIUM RISK RATING or Ideally the LOW RISK RATING .	Who is Responsible For Implementing These Controls?	When Are These Controls to be Implemented (Date)?	When Were These Controls Implemented (Date)?
Accessing Pontoon with a cardboard vessel	<ul style="list-style-type: none"> • Use of 'theatre' to organise crowd and competitors – informing • Use of PA/ commentary to inform the public • Event staff with HI-Viz 	REM MFMC	On the day	On the day
Being in the water	REM Event team to discuss the event in advance and liaise with MFMC All participants sign the liability waiver which outlines the risk	REM	In advance of the event	In advance of the event