

REPORT TO: Musselburgh Racing Associated Committee

MEETING DATE: Tuesday, 19 March 2019

BY: Racecourse Health & Safety Officer

SUBJECT: Health & Safety Report

1 PURPOSE

- 1.1 To advise the MRAC of Health and Safety Management at Musselburgh Racecourse.

2 RECOMMENDATIONS

- 2.1 The MRAC are asked to note the report.

3 BACKGROUND

3.1 HEALTH AND SAFETY DIARY DATES TO NOTE:

- **27/02/19** – Annual Raceday Staff Health and Safety Training / Briefing – Full training session conducted for all raceday and permanent staff, including police and horse awareness training.
- **08/03/19** - Quarterly Health and Safety Representatives meeting. All racecourse departments were represented. Attendees:
 - Mark Bemrose – Groundstaff (absent)
 - Elizabeth Allen – Office Manager
 - Philip Duncan – Operations
 - Adam Nish - Maintenance
 - Steve Horlick – Health and Safety Consultant
- **08/03/19** – Official application for the annual Safety Certificate to be submitted to ELC
- **27/03/19** – Internal Operational Table Top Exercise meeting to be held. All permanent and key raceday staff to attend. Scenario based meeting to talk through various incidents and how the team would react and deal with emergency incidents on a raceday.

- **March 2019** – All relevant annual testing, servicing and inspections organised ahead of the application for the annual Safety Certificate due for renewal on **31 March 2019**.
- **March 15th 2019** – Annual Fire Risk Assessment to be carried out on all buildings of the racecourse.
- **March 2019** - All contractors' information letters reviewed in January to ensure all contractors visiting the racecourse adhere to safety protocol at all times.

The letter will also detail that individual contractors need to possess the correct and required documentation and insurances that are to be made available on request at any time by Musselburgh Racecourse.

The letter will be sent to all contractors by 8 March 2019.

3.2 STAFF TRAINING UPDATE

Training Requirements:

- **Manual Handling – Stress Management:** The following Health and Safety subjects will be included within an all staff training session in April 2019. A confirmed date will be established at the next racecourse Operations meeting.
- **First Aid Training –** A number of staff will be nominated to attend a First Aid course within 2019. This will ensure that a nominated First Aid trained staff member is within each racecourse department at all times. Date to be finalised in May 2019.

3.3 HEALTH AND SAFETY

Points to note from most recent Quarterly Health and Safety meeting:

Concerns raised by groundstaff that the Horse Box working area is being used as a thoroughfare for vehicles not involved with the racecourse operation. This is mainly from deliveries for the golf club. Risks highlighted the danger to staff working in this area unaware of vehicle movement. The golf club have installed a bollard that is raised when the golfing each day has been concluded. This blocks the route through to the golf club by the normal access, hence the delivery drivers use the racecourse working area to access the golf club. Recommend that the bollard is removed to enable a safe route to the designated drop off area of the golf club.

Outcome – Golf Club and Racecourse working together to manage traffic management collectively

GOLF COURSE RACEDAY ACTIVITY:

Objective: In order to fully maximise the operational potential of both the racecourse and the golf course, it is agreed that through the full cooperation of both venues, the playing of golf on racedays can take place. This can be successfully achieved by both venues assisting in managing the control measures in place. The control measure have arisen from the risks associated and highlighted through the risk assessment process.

The following points have been highlighted with associated Control Measures.

- Tee off time / Information to golfers – It is recommended that the latest tee off time on any raceday should be **3 ½ hours (changed from 2 ¾ hours)** before the scheduled first race time. This would assist in ensuring the racecourse operation has minimised risks within the centre of the racecourse and in the vicinity of the stable yard at the time there is maximum activity in all areas. It is recommended that all golfers are officially informed when they commence their round of the possibility of increased vehicle and people movement within the racecourse operation and to fully aware of this fact as they continue to play around all areas of the golf course.

Outcome – Racecourse Health & Safety Officer (Steve Horlick) to communicate with enjoyleisure/Golf Course to agree definite tee off times and communication to satisfy the safe managing of both operations.

- Increased Vehicle Movement – it is highlighted that there is an increased level of vehicle movement on a raceday. The extra vehicles mainly derive from the arrival of horse boxes and raceday operational vehicles. The racecourse will continue to provide safety car park staff to direct and control all vehicle arrivals to all relevant car parks throughout a raceday.

Outcome – Safety Staff to continue to manage all traffic flow on any raceday

- Practice Putting/Pitching area – As this area is in the direct vicinity of the horse box parking area, it is recommended that the practice area is not in use on a raceday. This will ensure a safe area for horse boxes to be parked and for horses to be safely unloaded from their individual horse boxes.-

Outcome – agreed that this area is not used on a raceday.

- It is recommended that the only raceday that golfing operations should not take place is on the day of the racecourses largest race meeting in June, Ladies Day. It is recognised that there is a significant increase in operational activity in all areas from an earlier time, with particular reference to the centre course operation where corporate marquees are in situ, along with a number of extra operational facilities such as toilets and big screens.

Outcome – agreed with enjoyleisure/Golf Course that the Golf Course will be closed on Ladies Day.

3.4 CAPITAL EXPENSE UPDATE

Desirable Future Capital Expenditure:

- **Improve the track layout** – increase the radii of the bottom bend. Cost c£500k to £1m. Long-term project.
- **Re-surface Grandstand Area** - continuous maintenance on recognised safety issues throughout the site has taken place. The Main Stand Grandstand steppings have been inspected and repaired where necessary as well as the tarmac area and manhole covers in front of the

Betting Shop. Regular checks take place to ensure any issues that arise are dealt with quickly.

3.4 LEGISLATIVE CHANGES

No changes to report to affect this period. All new legislation has been issued on 1 April 2019. No relevant changes to affect the current situation.

3.5 ONGOING INDIVIDUAL HEALTH AND SAFETY ISSUES

Claims – There is currently one claim ongoing against the racecourse:

This matter is currently with the racecourse legal team and updates will be made available as the claim process progresses. No further updates as of 05/03/19.

Outcome – claim dropped.

4 POLICY IMPLICATIONS

4.1 None

5 INTEGRATED IMPACT ASSESSMENT

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy.

6 RESOURCE IMPLICATIONS

6.1 Financial - None

6.2 Personnel - None

6.3 Other - None

7. BACKGROUND PAPERS

7.1 None

AUTHOR'S NAME	Steve Horlick
DESIGNATION	Safety Officer
CONTACT INFO	07912 343 131
DATE	Monday, 11 March 2019