

COVID-19 Mass Gathering Event Risk Assessment Tool

1 Introduction

Where the number of mass attendance events grows, a need has been identified to assess the risk of those events and ensure that appropriate mitigations are in place.

2 The Tool

The tool simply provides risk score and planned actions based on key factors to be considered for the event. Each element has a score based on criteria within that element.

The tool may be updated based on evidence such as

- COVID transmission levels on a regional or national basis.
- Regional and local epidemiological data on case rates, vaccination rates, hospitalisations and deaths as a result of COVID-19 infections.
- Local contextual information and insight on hospital capacity.
- Local outbreaks of Variants of Concern (VOCs) of COVID-19, particularly any with vaccine-escape properties.
- Government guidance

The tool has been adapted by the Public Health Team in Cambridgeshire County Council and Peterborough City Council from a document made by Public Health England (July 2021).

Update : Last updated in Oct 2021 based on the Government's [Autumn and Winter Plan 2021](#)

It works in a similar manner to the risk assessment tool in the '[Purple Guide](#)' for managing safety at crowd events.

3 Documentation

It is important that Event Management Plan (EMP) and Risk assessment (RA) are submitted minimum 2 weeks in advance by the event organiser.

Name & Date(s) of Event			
Name of organiser			
Factor	Criteria	Score	Event score
Number of people	100 - 499	1	
	501 - 2,000	2	
	2,001 - 5,000	4	
	5,001 - 10,000	8	
	> 10,001	10	
Spacing	Expected to be >2m	1	
	2m - 1m	6	
	<1m	10	
Ventilation	Outdoors	1	
	Indoors, good ventilation	4	
	Indoors, average ventilation	6	
	Indoors, poor ventilation	10	
Event Duration	< 3 hours	1	
	3 - 6 hours	2	
	6 - 12 hours	3	
	12 - 24 hours	4	
	24 - 48 hours	5	
	>48 hours	6	
Travel Footprint	Local Travel (Lower tier LA or Peterborough)	1	
	Travel within East of England	4	
	Travel within England	6	
	UK Travel (Wales, Ireland or Scotland)	8	
	International Travel	10	
Travel Routes	Mostly Private Transport (no car sharing, only private cars)	1	
	Mix of Private and Public Transport (car sharing included or coach travel)	4	
	Mostly Public Transport (includes car / minivan/ etc. sharing or coach travel)	8	
		Total (Max score - 54)	

How to complete the risk assessment:

- Enter name and date of event and organiser.
- Enter a score for each of the of the six factors in the last column. For example, if you event is expected to have less than 500 attendees, enter 1 on the right hand column.
- Enter only one score for every factor. Add the six scores and provide a total score.

*Note: Each of the factors has a number of criteria. Where an event factor meets a range of criteria, the one with the highest score is to be used. The scoring varies from factor to factor and is not necessarily linear. Most are self-explanatory. Further explanation of factors is available on pages 3 and 4.

Risk score	Rating	Action for Public Health
Risk score: 6 to 20	Green	No Safety Advisory Group (SAG) needed
Risk score: 21 to 44	Amber	SAG Recommended
Score \geq 45	Red	Consider IMT to see if Health Protection (Coronavirus, Restrictions) (England) (No 3) Regulations 2020 need to be applied

This risk score will determine the **public health actions** needed to mitigate the risk. Please note the actions below are public health recommended actions. Other agencies may have significantly different needs for holding a [Safety Advisory Group \(SAG\)](#).

- **Risk score 6 to 20: Green** – no SAG needed
- **Risk score 21 to 33: Yellow** - SAG is recommended.
- **Risk score 34 to 44: Amber** – SAG Strongly recommended
- **Score \geq 45: Red** – Consider IMT to see if Health Protection (Coronavirus, Restrictions) (England) (No 3) Regulations 2020 that came into force on 18 July 2020 need to be applied
- Event Organiser to complete and score each event – signed off by Chair of District SAG / Peterborough SAG.

4 The Factors

Each of the factors has a number of criteria. Where an event factor meets a range of criteria, the one with the highest score is to be used. The scoring varies from factor to factor and is not necessarily linear. Most are self-explanatory

4.1 Number of people

The number of people expected to attend the event over the event's duration.

4.2 Spacing

This is the expected distancing between individuals that are not in the same family group or bubble.

4.3 Ventilation

How well ventilated the event is? The criteria may need more specific definition as to what constitutes good, average and poor ventilation for indoor events.

4.4 Event Duration

The total duration of the event from the first admission until all attendees have left. For example, a football match would need to include from when the gates open until all the spectators have left.

4.5 Travel Footprint

How far people travel to the event. Is it something just attended by the local population, from the English region or wider afield including international travel.

4.6 Travel Routes

How the attendees get to the event? Is it mostly private transport containing single family groups, a mix of modes or mainly public transport.

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