

Guidance for organising Trail races and events on the Camel Trail

The Camel Trail is a eighteen mile multi-use route running from the fringe of Bodmin Moor to the mouth of the Camel Estuary at Padstow with a short on road section through Wadebridge. The trail attracts in excess of 500,000 visitors per annum and is enjoyed by walkers, cyclists and horse riders, with many wheelchair and less able users appreciating the ease of access. The Camel Trail is a permissive path and open throughout the year.

The Camel Trail is managed through The Camel Trail Partnership. This involves Cornwall Council, Town and Parish Councils, Natural England, The Environment Agency, Forestry Commission, local Chambers of Commerce and Padstow Harbour Commissioners who determine policy and provide guidance for the long term development of the trail .

The day to day running of the trail is managed by Cormac Solutions Ltd to agreed standards set by Cornwall Council.

These notes are designed to assist you in planning, preparing, implementing your event.

Event Planning

We acknowledge that depending on the scale and type of activity the amount of information required will vary. However as a minimum Cornwall Council require you to undertake a comprehensive risk assessment and provide details of how you will manage the event and deal with any unforeseen problems. In addition you will need to provide a copy of your insurance certificate for the event and any other licences required from the local authority.

For Cornwall Council to give permission for the use of its property in any public event, Cornwall Council requires:

- A minimum of 6 months notice for large events, 3 months for small events.
- That an Event Notification form is completed – This can be found at www.cornwall.gov.uk/events
- Evidence of Public liability insurance for at least £5 million

Cornwall Council as the landowner also has a responsibility to all users of the trail and its licenced providers. It's important to consider the impacts of your event on local residents and all users types, where possible avoiding peak periods or popular sections of the trail.

Timings and Seasonality

The Camel Trail is at capacity with its present user numbers during the peak season on the Wadebridge to Padstow section and an event during this period using this section of the trail is not advisable.

Guidance on selecting dates for events / races on the trail

Date / Numbers	1>50	51-100	100+
Nov 2 nd to April 1 st (Low)	At Any Time	At Any Time	Avoid 11-3pm at weekends
April 2 nd – July 1 st Sept 11 th to Nov 1 st (Mid)	Avoid 10 -4pm at weekends	Avoid 10 -4 pm at Weekends and holiday periods	Not at weekends or holiday periods unless Before 10am and / or after 4pm
July 2 nd to Sept 10 th (High)	Avoid weekends	Not between 10 and 4 on any day.	Not on the Wadebridge to Padstow section. Not between 10 and 4 pm on any other section

In all occasions dates will need to be checked against calendar of existing events to avoid clashes with other activities.

Numbers Attending

The maximum number of people on the event needs to be planned in line with the areas of the Trail to be used. This may be reduced dependent upon the activities being planned or the measures taken to mitigate this i.e. staggered start times from more than one location. Please note pre-registration only on events over 100 participants.

Useful Information for Event Planning

Which Section?

The Trail has three defined sections which can be used in isolation or in combination. Each has its own unique characteristics which vary according to the time of year and level of use. These include:

- Padstow – Wadebridge – alongside the estuary and covering approx. 5 miles of level terrain. Attractive views of the Camel and bird life. Good services and cycle hire in both towns. Can be very busy with cyclists at peak periods. There is an on road section through the center of Wadebridge to join the Camel Trail at Guineaport.
- Wadebridge to Bodmin – following the river Camel through wet meadows and broad leaved woodland. 5.75 miles of level track-bed. Good services and cycle hire in Bodmin.
- Bodmin to Wenford – follows the River Camel through wooded valleys and small hamlets for 6.75 miles. Much quieter section of Trail with the Snails Pace café, toilets and cycle hire at the northern end.

Padstow to Wadebridge	Wadebridge to Bodmin (Boscarne)	Bodmin to Wenfordbridge
5.5 Miles (8.8Km)	5.75 Miles (9.25Km)	6.75 Miles (10.86 Km)

The Trail

The trail is surfaced along its length . A section in Wadebridge has a sealed surface. The trail is on average 2m wide however there are sections that are narrower and have sharp blind bends and restrictions that prevent passing of other users / participants. (Wadebridge to Wenfordbridge section only)

Pinch Points:

- Wenford Driers
- Dunmere Right angle bend and narrow point
- Scarlets Well Junction section
- Boscarne Railway junction

There are gullies / ditches either side of the surfaced trail

There are numerous structures across the trail and various access points for both residential properties and public rights of way.

Facilities:

Toilets: are located at Wadebridge alongside the trail, Bodmin and Padstow town Centre and at Snail's Pace Café (Limited open hours).

Main Car parks / Entrances onto the Trail:

Do not forget to consider the impact on the local community, how easy it will be for people to get to the venue and any car parking requirements.

Event organisers and users must adhere to any parking regulations as appropriate.

Car Parks:

- Padstow SW921 747
- Old Town Cove SW932 742
- Wadebridge SW988 727
- Scarelts Well Bodmin SX061 674
- Grogley Halt SX014 685
- Helland SX065 714
- Shell Woods SX087 722
- Poleys Bridge SX082 742
- Wenfordbridge SX084 751

Main Road crossings:

- Poleys Bridge Road crossing SX0827774222
- Tressaret Road crossing SX0893273106
- Bridgepool Cottage SX0732771755
- Helland Road crossing SX0652771413
- Residential access track Outlands SX05376865
- Dunmere SX0486067765
- Residential Access track Boscarne Junction SX0398267450
- Nanstallon SX0339767561
- Guineaport to Lidl – through Wadebridge route section

Special Permissions

Strict rules govern the collection of money in public spaces with charities having to be particularly careful in how this is administered. **No open collections are allowed on the Trail**, but if you are considering this as an element of your event within one of the towns you will need to contact the licencing team of Cornwall Council, or look at the Charities Commission website.

Membership recruitment is only permitted on the Camel Trail with consent of the Camel Trail Partnership.

Safety Plan Information

Cornwall Council as the landowner require the event organiser to show evidence of having carried out a safety plan and risk assessments, they do not assess these nor do they approve your safety plans, but they must be in place. The Council and its officers accept no responsibility for your event. Any attendance or involvement of Council officers is purely to safeguard the Council's interests or as a result of enforcement duties under various public protection legislation.

The event organisers shall ensure that the event complies with all appropriate Health and Safety Regulations, this includes the health, safety and welfare of any employees, volunteer helpers or contractors involved in arranging the event, and to the public and participants attending.

All areas of use are to be kept in a clean and tidy condition and to accord to Environmental Protection Act standards. The area shall be cleared of litter and equipment as soon as possible following completion of the event.

It is the organiser's responsibility to liaise with all Emergency Services and to implement any advice that may be given by them.

The organisers shall provide, at no cost to the Council, an adequate number of suitably qualified and competent marshals and supervisory staff for the period of the event.

The organisers must bear the responsibility for any damage caused to above ground and underground services and/or structures at any time during the event. Any such damage resulting from the use of the subject Council land/ facilities is to be repaired or rectified by the organisers to the satisfaction of, and at no cost to, the Council.

Please note:

- There is limited reception for most mobile networks between Wadebridge and Wenfordbridge. Network coverage maps are available direct from the service provider.
- Only blue light services have vehicular access on to the trail at any time.
- The trail will not be closed solely for the purpose of an event
- All users of the trail will be required to adhere to the Camel Trail Code of Conduct.
- Risk Assessments should take into account all users of the trail, user count information is available on request .
- Any additional site management required as a result of an event risk assessment will be charged at cost to the event organiser.

Recommended Consultation (Not inclusive)

Camel Trail Partnership

All relevant cycle hirers (based at Padstow, Wadebridge, Bodmin and Wenfordbridge)

Friends of The Camel Trail

British Horse Society

Relevant Town Councils (Padstow, Wadebridge and Bodmin Town Council)

Emergency Services (This is to include NHS even if providing own first aid cover)

Highways Street works (if using through Wadebridge town centre section and require street closures)

Contact Information:

Cormac Services: 0300 1234 202

Cornwall Council (Countryside) 01208 262857

Cornwall Council Public Open Space Officer – Events 01872 327693

After the Event:

Trail Condition

After the event an inspection should be carried out to make sure the Trail is in the same condition as at the start of the event. This should include checks for litter or in the case of equestrians any dung on the trail. Any temporary structures, facilities and signage must be dismantled on the day and removed off site.

Accidents

If an accident occurs the names and addresses of witnesses should be obtained, and a report made by the organisers. A copy of this report must be sent to the Cornwall Council Open Space Officer - Events. You will also need to advise your insurance company.

Feedback

For small scale events < 100 participants please provide email feedback about the event. For larger events a feedback meeting should be arranged with Cornwall Council within one month of the completion of the event.