

Festival Risk Assessment 2023

	hazard	To whom	(A) possible severity 1-5	(B) Likelihood 1-5	Risk number (A)x(B)=	controls	Residual rating
Open air events in a park							
Loading and Unloading	Accidents reversing etc	The public The staff the artists And all present	5	1	5	This needs very tight control all vehicular loading and unloading must be organised by someone out side the vehicle taking responsibility. and all unloading or loading from vehicles direct to site must be accomplished before the public arrive or after the event , last minute unloading must be carried by hand from a safe unloading area.	
Setting up Physical structures	A physical accident	The public The staff the artists And all present	5	1	5	The public kept away from Structure building or dismantling By barriers and physical distance or by timing when the public are not present , Only experts with a clear command structure allowed to	Very low
Crowding on entry	People getting crushed	The public The staff the artists And all present	5	1	5	Small festival events of max 1000 at times and in park spaces that can accommodate And diffuse the numbers appropriately Advance ticket distribution and numbers controls	
Bottle necking	As above	The public The staff the artists And all present	5	1	5	As above	
Barriers	As above	The public The staff the artists And all present	5	1	5	Care in barrier placement and the effect of wind	
Cables and electrical devises	electrocution	The public The staff the artists And all present	5	1	5	Proper expertise for placing and covering and water proofing power cables PAT testing of all devises eg artists devises proper security and barriers around generators etc	
Fire	People getting burnt	The public The staff the artists	5	1		Appropriate safety distances and security for any inflammable substances and assessment by a trained fire risk assessor	
structures	A physical accident eg a stage or inflatable moved by the wind. A bolt of lightening	The public The staff the artists And all present	5	1	5	Appropriate tethering in relation to wind resistance and weight and also keeping an eye on cumulous lightening wind speed and cancelling and dismantling if necessary	
performances	There are a variety of potential hazards of various seriousness from causing offence to physical damage	The public The staff the artists And all present	5	1	5	All performers artists entertainers , gardeners lecturers and scientists must provide appropriate risk assessments in advance unless judged of insignificant risk by the risk assessor	
Horticultural activities	Misuse of tools causing damage to people or property	The public the staff and children involved	5	2	10	Horticultural situations must be well managed with a least two adults per 10 children and appropriate numbers of responsible participants see safeguarding policy	
covid	Transmission of covid	The public The staff the artists And all present	5			Conforming to current government regulations on distancing masks etc (see specific document). all artists scientists horticulturalist etc will have to A) do a lateral flow test B) provide a risk assessment when managing or part managing an activity	
medical	A medical problem arises	The public The staff the artists And all present				Our safety team will include a specific person with medical responsibilities with a phone and numbers to ring as appropriate. Wherever event numbers justify we will have a st johns Ambulance	
Open air events in a street These have the same hazards as park events plus the extra potential hazard of adjacent							

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roads with traffic and any hazards created by other street activities like infra structure repairs or spontaneous events. all these have to be negotiated with the appropriate authorities

Indoor events venues have capacity so indoor events even if free have to be ticketed to prevent over-crowding. We try wherever possible to sell or distribute all our tickets in advance.

We will have permissions for our events and insurance with public, employers, and directors cover and will check the cover of any venue, performers or company hired to assess a clear chain of responsibility. We will have a safety advisory group to check all our events in advance and advise on the safety of any specific event and there will always be someone responsible for safety at any event. We will apprise the police and all civic authorities of events in advance.