

Risk Assessment

Standon Calling 2026

DOCUMENT CONTROL

VERSION	DATE	CREATED BY	APPROVED BY	SECTIONS AMENDED	DETAILS OF AMENDMENTS
V1	May 2025	Hazel McGrouther			

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1. Purpose and aims

As part of managing the health and safety within the events, it's important to control the risks in the workplace. To do this we need to think about what might cause harm to people and decide whether we are taking reasonable steps to prevent that harm. This is known as risk management.

A sensible approach to risk management is about:

- ensuring that our workers and the public are properly protected
- enabling innovation and learning
- ensuring that those who create risks manage them responsibly and understand that failure to manage significant risks is likely to lead to robust action
- enabling individuals to understand that as well as the right to protection, they also have to exercise responsibility

It is not about:

- scaring people by exaggerating or focusing on trivial risks
- stopping important recreational and learning activities for individuals where the risks are managed
- creating a totally risk-free society
- generating useless paperwork mountains

2. Terms of reference

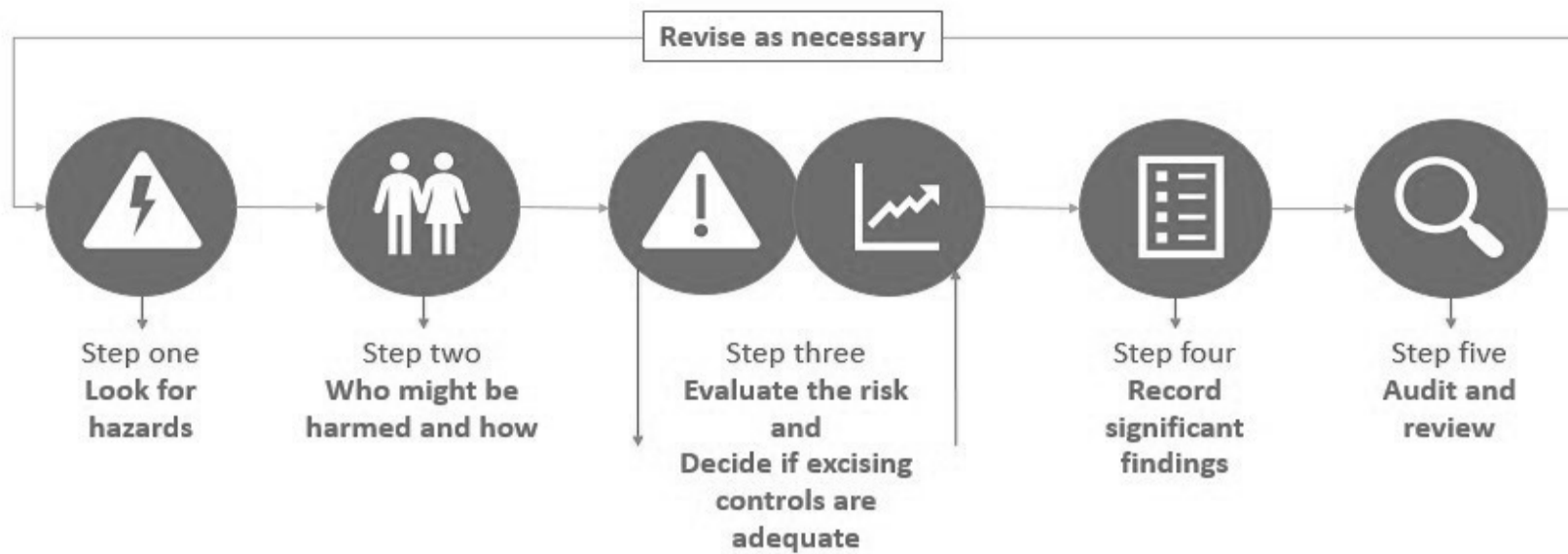
Hazard: A hazard is defined as the potential for a substance, activity or process to cause harm.

Risk: Risk is defined as the Likelihood of a substance, activity or process to cause harm.

Harm: Harm is defined as injury or ill health of people, damage or loss of property, or reputational loss because of an event.

Control measure: Methods used for reducing the risk to 'as low as reasonably practicable'.

3. Methodology



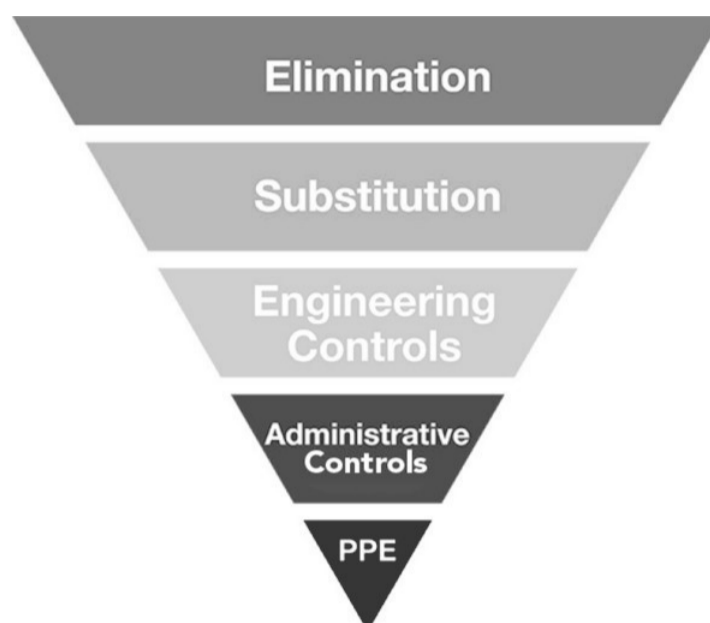
- Identify all hazards
- Identify groups of people who may be affected/at risk:
 - Event Staff
 - Members of the Public
 - Contractors
 - Artists
 - Special groups - children, disabled, vulnerable, young workers, night workers, lone workers, expectant mothers
- Evaluate the risk and control measure. Determine risk level using a risk matrix and the formula below.

Likelihood of harm x Severity of harm = Risk level

- Document all risks and control measures that need to be taken to reduce the risk to an acceptable level.
- Audit and review.

4. Hierarchy of controls

Control measures will always be based on the hierarchy of controls, which advises that the most effective way to control a risk is to eliminate it.



5. Dynamic Risk Assessment

Whilst all risk assessments are subjected to the formal audit and review process, all activities will be subject to dynamic risk assessment on a day-to-day basis. Where an existing assessment is not deemed to be 'suitable and sufficient' due to a change of circumstances, either temporary or permanent, personnel will be briefed on the changes of circumstance and implication for the task. An amended version of the assessment will be completed and circulated when circumstances require it.

6. Matrix

Likelihood x Severity	5 (Severe)	4 (Major)	3 (Moderate)	2 (Minor)	1 (Minimal)
Almost Certain 5	25	20	15	10	5
Likely 4	20	16	12	8	4
Possible 3	15	12	9	6	3
Unlikely 2	10	8	6	4	2
Rare 1	5	4	3	2	1

Severity / Consequence		Likelihood	
Minimal	No treatment injury, potential for minor damage, near miss. No impact on the event or activity	Rare	Never happened before, no reason to suggest an incident would occur
Minor	Minor injury requiring basic intervention Minimal impact on the event or activity	Unlikely	It is not expected to happen again in the foreseeable future
Moderate	Moderate injury requiring professional intervention and / or transfer to Hospital. Moderate impact on the event	Possible	Incident may occur from time to time
Major	Major / life changing injuries leading to long term incapacity / disability / single fatality Major impact on the event	Likely	Incident will re-occur, but not as an everyday event
Severe	Multiple major injuries, life changing injuries or more than one fatality Catastrophic impact on the event	Almost Certain	The next time the activity is undertaken it is almost certain that it will result in an incident

7. Risk Actions

Based on the risk level the following actions are recommended

1-6 = Low Risk Safe activity - No further action	8-12 = Medium Risk Safe activity - When closely monitored and supervised	15- 25 = High Risk Unsafety activity - Do not proceed
No further preventive action is necessary, but monitoring is required to ensure that controls are maintained.	Consideration should be given to reduce the risk, but the cost of prevention should be measured and limited (reasonably practicable) Risks are to be closely supervised and controlled	Work should not be started until the risk has been reduced While the control measures must be reasonably practicable, there is a duty to reduce the risk

GROUPS A - Event Staff B = Members of the Public. C = Contractors D = Artists

Subject Area, Hazard and Potential Consequence	Group at Risk (A, B, C, D)	Risk Rating (LxS=R)	Control Measure	Residual Rating (LxS=R)
Alcohol and Drugs				
Underage drinking Alcohol poisoning Breach of Licence	A, B, C, D	4x3=12	<ul style="list-style-type: none"> A Challenge 25 policy will be in operation at the event ID checks will take place at the bars for anyone suspected to be under 25, and a refusal log will be kept Proxy sales will be monitored, refused and recorded Security to monitor arena for any underage drinking. Alcohol will be confiscated if necessary The event bars are managed by a personal licence holder who has overall responsibility for the supply of alcohol. They will be onsite at all times. Safeguarding Officer will be appointed to work with any issues involving underage drinking 	.2x3=6
Injury, unruly behaviour or disorder arising from drunkenness, as a result of supplying alcohol Injury or violence to event staff Injury from broken glass bottles either dropped or used as a weapon	A, B, C, D	4x4=16	<ul style="list-style-type: none"> The event bars are managed by a personal licence holder who has overall responsibility for the supply of alcohol. They will be onsite at all times. The bar licensee will actively instruct all members of staff to refuse to serve alcohol to anyone who is unfit to drink anymore. No lone working wherever possible particularly after dark All staff to be in radio contact with Event Control at all times SIA trained security personnel onsite for the duration and there will be static security located at each alcohol serving premises No glass will be allowed into the arena. Amnesty bins for glass bottles available at entrances 	2x4=8
Drug use and the criminal supply of drugs Poisoning requiring hospitalisation or resulting in fatality People under the influence becoming a hazard to themselves and others through violent behaviour, uninhibited behaviour. Staff and contractors under the influence of alcohol or drugs while carrying out their work duties	A, B, C, D	4x4=12	<ul style="list-style-type: none"> Zero tolerance drugs policy Bag searches on the gate Full drugs policy in force Amnesty bins located at entrance. A hand over policy to the Police will be agreed SIA trained security personnel onsite for the duration of the event Medical and welfare provision on site to care for any drug use casualties No lone working where possible particularly after dark All staff to be in radio contact with Event Control at all times Any substance suspected of being a psychoactive substance will be treated as a prohibited substance All staff and contractors to be advised prior to their arrival onsite that the consumption of alcohol and the taking of recreational drugs are prohibited by Standon Calling. The Event Management team or Contractor Manager will send off site any member of staff who is or appears to be under the influence of alcohol or drugs while on shift. 	2x3=6
Build and Break (including nights)				
An event site is a construction site with a public bridleway which poses a hazard to the general public who may want to cross the site or cycle through the site Hazards include - plant, delivery vehicles, temporary structures, electrical hazards	A, B, C	3x4=12	<ul style="list-style-type: none"> The site will be made secure with Heras fencing Closure of bridleway that runs through the site and a diversion put in place for part of the build and break Temporary signs will be erected around the fence line warning public to stay out A sufficient number of Security will be employed to cover both build and break, including nights, to assist the event management team in keeping out trespassers All contractors will be briefed on the site safety rules via an onsite induction 	2x3=6

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The build and break phase comes under the CDM Regulations 2015			<ul style="list-style-type: none"> Where plant and machinery are manoeuvring around potential public areas, exclusion zones will be erected, or a competent banks person will guide the driver. A construction phase safety plan will be developed, to consider all the likely risks. A clear communication and management structure will be included 	
Use of multiple contractors onsite Failure to adequately manage and engage competent contractors	A, B, C	3x4=12	<ul style="list-style-type: none"> Standon Calling recognises its duties under the Management of Health and Safety at Work Regulations 1999 and the Construction Design Management Regulations (CDM) 2015, to ensure co-ordination and control of contractors on the event site and to take such steps as are necessary to plan for emergencies and other incidents affecting multiple employers on the site. Standon Calling shall appoint contractors and suppliers on the basis of ability to supply suitable materials and equipment; proven record of carrying out similar engagements; proof of staff training and competence in key areas. Prior to engagement contractors will be required to submit company safety policy documents, Risk Assessments, method Statements and relevant insurance documents. These shall be reviewed by the Site Manager and Event Safety Advisor. Prior to arrival at the event site, a basic safety induction is provided to all contractors, which includes the provision of a list of site rules and emergency procedures. A declaration will need to be completed by all site visitors that they have received the Induction and understood its contents. Also that they will abide by the site rules. All site operations are monitored by the site manager, Event Safety Advisor and the Operations Manager who is responsible for specific geographic and technical operations. Thus, contractors will not be allowed to operate in isolation and their works will be integrated and coordinated with other site users. 	1x3=3
Delivery vehicle access Vehicle pedestrian conflict resulting in injury or death Large vehicles with difficult or narrow access	A, B, C	3x4=12	<ul style="list-style-type: none"> A proper delivery and collection schedule to ensure no backlog of vehicles on road. Access to be stewarded during load in and load out. Once on site, there is space for vehicles to move around but will require banksmen for awkward manoeuvre. Exclusion zones will be erected as necessary for complex manoeuvring or offloading. 	1x3=3
Boutique Campsite				
Overcrowding in campsite Reduced ability to evacuate in an emergency Slip trip and fall hazards Obstruction of Fire Lanes	A, B, C	3x3=9	<ul style="list-style-type: none"> Density calculations for campsite are carried out to ensure sales do not exceed this Access by ticket only. The route will be walked prior to the event opening to the public to ensure it is free of trip hazards, and in the event of wet weather woodchip (or other suitable material) will be laid in order to reduce the likelihood of slip hazards in wet weather. 24hr security at access points and patrolling the site. Minimum 3m Fire Lanes across campsite to allow easy crowd movement. Perimeter patrols by security. 	1x3=3

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Lack of welfare facilities - toilets, shelter, medics	A, B, C, D	3x3=9	<ul style="list-style-type: none"> The appropriate number of toilets will be provided for the numbers of camping visitors They will be located in easy to reach locations and will be clearly signed Appropriate medical cover on site for the duration of the event. 	2x3=6
Cash				
Cash collection Theft, assault or damage to property/equipment	A, C, D	3x3=9	<ul style="list-style-type: none"> Cashless infrastructure and the majority of staff and artists are paid before or after each event Any cash transportation will be pre planned with security considering the route and amount of security required 	.1x3=3
Communication Failure				
<p>Failure of Radio System resulting in inability to report incident or emergency quickly</p> <p>Untrained staff being unaware of emergency protocols</p>	A, B, C, D	3x5=15	<ul style="list-style-type: none"> All staff on radio communications and offered training should it be required Site open and contained. Professional digital radios with repeater channels are supplied Radios to be logged in and out by the Event Office to avoid losses and to ensure all relevant staff are equipped with one An adequate supply of fully charged spare power packs and radios to be kept at Event Office Mobile phone list to all key staff as a backup Radio channel list issued prior to the event to include an emergency channel Staff briefing and orientation on arrival to site Toolbox talks by Site Manager each morning for build and break Site Crew Advance information sent to all crew, including emergency planning documents 	1x5=5
Failure of PA systems resulting in inability to inform/direct audience in an emergency, possible audience discord due to lack of entertainment	A, B, C, D	3x4=12	<ul style="list-style-type: none"> All PAs will be operated with synched gen sets if possible or back up sets will be available and a qualified electrician will be on duty for the duration of the event Fully qualified sound engineers to be on site for the duration of the event with adequate back up of equipment in case of failure of PA Supply of megaphones available for use by security and stewards in case of PA failure 	1x4=4
Failure of telephone system resulting in inability to contact emergency services in an emergency	A, B, C, D	3x4=12	<ul style="list-style-type: none"> Radios will cover any network loss though this is unlikely Provide a radio to on site Police, NHS, Fire representative if required 	1x4=4
<p>Control of event -</p> <p>Losing control resulting in hazardous crowd densities, movements</p> <p>Failure to respond efficiently to a hazardous situation</p>	A, B, C, D	4x5=20	<ul style="list-style-type: none"> An Event Control cabin will be set up and managed by the Event Controller. Event Control will be in operation for the duration of each show. Event control will stand down once it is clear that all visitors have departed safely. An experienced Event Logger will be employed to log all radio traffic and co-ordinate any emergency response An Emergency and Major Incident Plan will be developed and distributed to all management team A 'near miss' reporting policy will be adopted to assist early identification of unforeseen hazards All Staff to be fully informed in all identified risks and hazards with their control and response measures 	1x5=5

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			<ul style="list-style-type: none"> A Control Log containing details of all reported incidents will be maintained throughout the event. Event Managers or their nominated representative will complete periodic checks to ensure appropriate follow-up actions are carried out All Stage Managers will be supplied with a Show Stop procedure document and briefed on the procedure 	
Contractors				
<p>Competence of contractors working onsite in any capacity.</p> <p>Incompetence leading to accidents, dangerous occurrences or near misses</p>	A, B, C, D	4x5=20	<ul style="list-style-type: none"> Competence of contractors checked in advance of engagement Documentary evidence requested to include (as appropriate): a company health and safety policy; generic risk assessments; site specific risk assessments; method statements, safe systems of work; evidence of certification under a recognised quality assurance scheme; records of training; certificates of insurance covering employer's liability, public liability and product liability to be valid for the duration of the contract; test certificates for equipment and materials (e.g. load testing of lifting equipment, fire test certificates for marquees etc.); structural engineer's calculations; documentary evidence of plant operators' qualification; membership of professional bodies references from other clients or any other documentary evidence that will help establish competence. All contractor operations will be monitored on site by Safety Officer to ensure compliance with event safety policy, best practice and safety law 	1x5=5
Crowd				
<p>Overcrowding, crushing, uncontrolled mass crowd movements, crowd disorder</p>	A, B, C, D	4x5=20	<ul style="list-style-type: none"> Ticketed event, known numbers attending to comply with licence conditions An appropriate perimeter fence will be used in order to reduce the potential number of fence jumpers and avoid overcrowding Enough security to monitor perimeter Site designed to cater for 2 people per square metre in key areas (stage, marquees, etc..) Event site carefully designed to prevent pinch points or crushing areas All areas will be assessed for capacity limits and emergency exit requirements, including a further dynamic assessment post-build from the Safety Officer Appropriate programming to reduce the risk of mass crowd movements Main stage to have appropriately rated pit barrier installed Ability (appropriate resources and staff) to install barriered queuing lanes into attractions if necessary Response teams available from security to attend to areas of issue Appropriate and clear signage for audience to exits, attractions and welfare facilities Constant monitoring of crowd by security, Safety Officer and Event Management An Emergency and Major Incident Plan will be developed and distributed to all management team 	2x3=6
<p>Poor ground conditions resulting in slow, difficult crowd flow, trips, slips and falls</p>	A, B, C, D	3x3=9	<ul style="list-style-type: none"> Areas of heavy footfall will be known prior to event (Main entrances and exits, concession areas, front of stages) Use of matting (whale skins, Trakway) where practicable 	1x3=3

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			<ul style="list-style-type: none"> • Additional stores of matting or equivalent available for remedial work by site crew if necessary • Restriction of vehicle use in these areas if necessary and possible • Safety Officer and Site Manager to monitor site for duration. 	
<p>Front of stage crush, sway, moshing, stage diving</p> <p>Injury, Asphyxiation</p>	B	4x4=16	<ul style="list-style-type: none"> • Pit barrier installed at stage • Stage barrier must be stepped and have a suitable working area for Pit Crew • Pit crew to be trained and experienced • Ejection of repeat offenders' policy • SIA trained security spotters located on raised areas to monitor crowds • Show Stop procedure installed and agreed with Stage Manager and Pit Security to be enacted in case of surge incidents. Pre agreed wording for Artist or Stage Manager to request audience to move back • Safety Officer to monitor pit with security on any high risk acts (RAG list compiled in advance of show) • All artists to agree not to invite any audience onto stage or cause unrest with inflammatory talk 	2x3=6
<p>Audience Egress both normal and emergency</p> <p>Uncontrolled crowds causing crushing, tripping and delays in moving away from an incident resulting from poor design and un-clear and or blocked exits</p>	A, B, C, D	3x5=15	<ul style="list-style-type: none"> • All exits to be clearly signed, above head height and well lit (Internal exit signs to be of maintained type) • All exits routes to be free from obstructions, regular checks and patrols by Security, FOH managers and Safety Officer to ensure this is the case. • Care in the design of the site to factor out any potential funneling or cross flows • All gates will be numbered to ensure clear communication from Event Control to on the ground staff • There will be an adequate number of exits, of sufficient width from each area to allow capacity audience to exit in sufficient time (Marquees usually 2 minutes, Outdoor area 10 minutes) • Emergency evacuation plan in place and all relevant staff aware of these procedures. • All emergency exits and routes to be staffed while public on site and kept clear of vehicles and temporary infrastructure etc.. • Robust communications checked prior to opening between gates, Security Control/ Event Control. • Appropriate lighting along emergency routes if necessary • Show stop procedure and use of stage PAs to impart clear instructions to audience. 	1x5=5
<p>Power failure affecting lighting and PA resulting in possible increased trip hazards from poor lighting and inability to direct audience</p>	A, B, C, D	2x3=6	<ul style="list-style-type: none"> • Having a fully qualified electrical engineer on site for the duration of the events • Backup generators to be available in case of main generator failure • Use of independently powered tower lights across the site • Walking routes will be lit with tower lights. 	1x3=3
Disability				
<p>Lack of appropriate disabled access onto and around site for those with impaired mobility, impaired sight, hearing or communication</p>	B	3x4=12	<ul style="list-style-type: none"> • Full Accessibility Team on site to act as a point of contact for all those with accessible needs • Each accessible customer is spoken to in advance to ensure their needs are understood and met • Where possible, the site is designed to allow access and egress for wheelchair users as much as is possible 	2x4=8

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			<ul style="list-style-type: none"> • Provision for disabled drivers to park close to arena • Advance staff information sent on disability awareness • Stewarded accessible viewing platforms available • Sufficient disabled toilet facilities • Guide dogs permitted onsite 	
Electricity				
Electric shock from temporary installations including mains, generator supplies and distribution	A, B, C, D	3x5=15	<ul style="list-style-type: none"> • All installations will conform to BS 7671 (design) and BS7909 (2011) Requirements for Temporary Electrical Installations (for deployment, management and testing of said systems) • All electrical systems will be installed by a competent contractor who will remain on site for the duration of the event. • All systems will have the appropriately rated RCDs installed into the system with the design of the system ensuring that RCDs remain active • All plugs to be fused • Requirements will be confirmed with the production manager as far as is reasonably practicable, to ensure that the supply is adequate for the expected demand. • A sign-off certificate to be completed by the contractor prior to connection by any end user. • All generators and significant distribution boxes where a risk has been identified (i.e. not splitters and small junction boxes located within marquees and temporary structures) will be fenced off and 'Caution - High Voltage' signs displayed. • All metal structures will be earth bonded both for electrical installations and lightning strike. • Electrical cabling to be kept free of combustible material and kept ventilated to prevent over heating • All portable equipment used should at least have had a visual inspection by a competent person prior to use; Inspected for damage, loose connections, signs of burning etc.. If applicable through type of equipment and pattern of use, a PAT test may be required • All power cable runs to be in safe areas away from public access and no crossover of heavy mains on site 	1x5=5
Electric shock while installing sound, lighting and other technical equipment.	A, B, C, D	3x5=20	<ul style="list-style-type: none"> • Competent contractors to provide sound, lighting and other technical equipment. • Risk assessments and health and safety documentation will be provided by all companies bringing equipment onto site. • All outdoor distribution to be rated at IP65. • Safety Officer and Electrical contractor will inspect as many end users as possible. Dangerous equipment will be made inoperable or removed • Appropriately rated RCDs installed as necessary • All portable equipment used should at least have had a visual inspection by a competent person prior to use; Inspected for damage, loose connections, signs of burning etc.. If applicable through type of equipment and pattern of use, a PAT test may be required 	1x5=5
Electric shock in wet weather. Shorts and power cuts	A, B, C, D	3x5=10	<ul style="list-style-type: none"> • Distribution equipment supplying power from a generator to the end user will be suitable for wet weather conditions (i.e. NOT domestic plugs, sockets, adaptors, extensions etc..). • Electrical distribution equipment not sited in areas likely to flood. 	1x5=5

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			<ul style="list-style-type: none"> Only competent personnel to make connections. Substandard equipment and installations will be condemned and removed from use 	
Electric shock from use of portable electrical equipment.	A, B, C, D	2x5=15	<ul style="list-style-type: none"> All portable equipment used should at least have had a visual inspection by a competent person prior to use; Inspected for damage, loose connections, signs of burning etc.. If applicable through type of equipment and pattern of use, a PAT test may be required. Use of battery-operated tools and/or 110v equipment preferable The correct tool must be used for the job in hand. All Production Office equipment is PAT tested annually if necessary. Portable equipment used by traders, caterers will be checked for PAT testing in so far as it is reasonably practicable to do so. Safety Officer and Electrical contractor will inspect as many end users as possible during rounds. Dangerous equipment will be made inoperable or removed. 	1x5=5
Emergencies / Major Incident - see major incident plan				
Farmland/ Estate				
Event site on an active farm – Many hazards associated with this. (E Coli and other pathogens, farm machinery, animal dung)	A, B, C, D	2x4=8	<ul style="list-style-type: none"> Good communication between Management Team and Estate All animals to be removed from site a minimum of 21 days before the first event All farm machinery kept well away from event site and locked in secure areas Site check to ensure no remaining farm equipment or detritus left on site or that site is safe for public use. Remedial work done to for example remove old barbed wire, farm vehicle ruts etc.. if necessary 	1x4=4
Fencing				
Collapse causing injury or damage to property via excessive wind loading, gatecrashers, particularly on uneven ground or if scrimmed Injury during erection of fence	A, B, C, D	4x3=12	<ul style="list-style-type: none"> During installation, adhere to Event method statement at all times For all Heras sections - the correct number of clips and feet to be provided for the number of panels ordered (double clipped to prevent the fence being lifted.) Use of bracing or triangulation at regular intervals along the fence line Site manager to take care when deciding location of scrim, long exposed runs should remain free of scrim Site crew to undertake daily checks on condition of fence, repairing gaps or removing any objects that may aid 'gatecrashers'. Broken or damaged panels not to be used Lighting particularly dark areas. All fence to be erected with anti-climb side facing outwards. During installation, all fencing panels lifted by two persons and installed directly into feet to stabilize If fencing or blocks are being loaded directly from the front of fork lifts, the vehicle needs to be stationary with the forks lowered to a safe level and the engine switched off 	4x2=8
Fire - see fire risk assessment for more detail				
Fire (general)	A, B, C, D	4x5=20	<ul style="list-style-type: none"> No fires allowed with arena. Fires immediately extinguished by security or fire team. Positioning fire points around the site 	1x4=4

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Burns, Fatalities and damage or destruction of property.			<ul style="list-style-type: none"> • Appropriate housekeeping across the site to keep any flammable materials and waste from building up. • Regular fire patrols by stewards and Safety Officer. • Adequate provision of litter collection points throughout the site. • Regular litter patrols and emptying of litter collection points. • Strict <i>No Smoking</i> policy enforced within enclosed venues. • Site layout designed with evacuation routes and emergency exits in mind at all times. • Any fire must be reported to event control, even if the situation has been dealt with. • Log all incidents, call local Fire & Rescue Service. 	
Food Concessions and Traders				
Food poisoning Slips, Trips and Falls through poor housekeeping, cable management and slippery flooring.	A, B, C, D	3x5=15	<ul style="list-style-type: none"> • Appropriate safety documentation collected prior to event, Health & Safety and local authority registration • Food concessions must assist and not obstruct inspections by Environmental Health • Work flooring must be made as flat as possible, holes filled and suitable non-slip matting laid prior to work • Festival will employ a dedicated Trader Manager to ensure they locate themselves correctly, that they have the correct paperwork, and that they have the correct fire safety equipment • The traders do not come on site without checking in with the Traders Manager • All traders must have allergen information available for customers to check 	2x4=8
Insurance				
Inadequate insurance cover	A, B, C, D	2x2=4	<ul style="list-style-type: none"> • All contractors and traders are to provide evidence of public, employers, product liability insurance as appropriate • professional indemnity requested where appropriate • Events fully covered with PL Insurance 	1x2=2
Lifting Operations				
Use of cranes, telehandlers, forklifts to raise loads, build structures Injury via dropped loads, vehicles overturning on uneven ground, or due to inappropriate loads (size, weight, un-secured loads etc..)	A, B, C, D	5x5=25	<ul style="list-style-type: none"> • Adhere to method statements at all times • All lifting equipment to comply with Lifting Operations and Lifting Equipment Regulations (LOLER -inspection certificates, clear indications of safe working loads etc..) • All lifting operations to be assessed prior to commencing the operation to ensure that the appropriate equipment is being used, ground conditions and loads are secure • Before use, all machines will be checked using the Site Office plant checklist, and faults will be reported immediately to the Site Office • Only competent, trained and certified personnel to carry out any lifting operations. Licences must be provided in advance of work • Where possible, any work area involving a lift will be isolated and one member of the crew will oversee the work site and prevent access to non-essential event staff while the lift is being carried out. Ensure forks are not raised during movement • Crane to be hired from competent crane company. If used for any construction the following will apply: The appropriate sized crane must be hired for the loads that are to be lifted; Crane operator to have final say on safety of the lift; Use of competent banksmen for bringing the crane into work site and for the lifting operation itself; Clear communications between crane 	1x5=5

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			operator and banksman at all times (2-way radio); All shackles, strops etc. to be inspected for damage prior to lift. <ul style="list-style-type: none"> • Vehicle routes to be assessed prior to movement to ensure clear of obstacles in order to reduce awkward manoeuvres. In cases of awkward manoeuvres then banksman will be used • Drivers to wear seatbelts at all times, and not use mobile telephones whilst driving or lifting • Machines to be parked with forks to the ground and keys removed when not in use • If access cages are being used then the Event method statement must be adhered to • No driving whilst under the influence • Any driving after dark will be undertaken with lights and beacons • Adhere to site speed limit of 10mph 	
Management				
Injury, damage to infrastructure resulting from failure to control operations particularly during build and break	A, B, C, D	3x5=15	<ul style="list-style-type: none"> • A competent and experienced Site Manager will be employed to oversee and manage both the load in and load out • All site crew to be experienced workers who have undertaken the role previously • No lone working • A clear production schedule will be planned and developed prior to the event to ensure timescales are practicable and that there are no significant clashes with deliveries, builds etc.. • The Event Manager and Safety Officer will ensure the site is safe and working to H&S regulations and safe systems of work • Advance information shared with team. Site briefings for all crew prior to work commencing. Daily Toolbox Talks to reiterate safety. • Dynamic learning, risk assessment and methods of work to ensure safest undertaking of task • Hierarchy of control to be shared with all staff 	1x5=5
Failure in appropriate procedures of Safety Management system resulting in additional avoidable accidents	A, B, C, D	2x5=10	<ul style="list-style-type: none"> • All staff and crew to be briefed that all accidents and near misses should be reported to the Safety Officer. 'No blame' attitude taken initially • All accidents and near misses will be logged by Safety Officer./ Event Manager and any remedial work recorded • Safety Officer to monitor site for the duration of the event • All information, including this risk assessment will be distributed to all staff 	1x4=8
Manual Handling				
Musculoskeletal injury caused by poor manual handling technique while moving equipment, stacking equipment (e.g. flight cases)	A, C	4x3=12	<ul style="list-style-type: none"> • Adhere to method statements at all times • Manual handling will be avoided with loads over 25kg, where there is a reasonable alternative using wheeled dollies, mechanical aids etc.. • All Site and Production Crew are experienced and competent in site and production work and will be supervised by Safety Officer., Crew Chief, Site Manager or Production Manager • Manual handling will be covered in the safety briefing and no staff will be expected to lift loads that they feel incapable of doing • Any person undertaking such operations will wear appropriate PPE (e.g. footwear, or gloves) 	1x3=3

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			<ul style="list-style-type: none"> Assistance will be made available from another competent person if an operation requires more than one person Gangways and routes will be checked as clear prior to movement Stacked gear to be stacked as stable or strapped down if any risk of toppling 	
Medical Provision				
<p>Injuries exacerbated through lack of professional medical provision for Build and Break as well as full show</p> <p>Poor waste management resulting in Biohazards</p>	A, B, C, D	3x4=12	<ul style="list-style-type: none"> Medical cover to be agreed with Ambulance Service during SAG and medical provider prior to the event, and in line with guidance Must be equipped with appropriate equipment including PPE to cater for any potential injury found on an event construction site Local Ambulance Service and nearest hospital contact shared with staff in the Event Safety Management Plan Appropriate waste management system needed to cater for medical sharps and biohazard waste 	1x4=4
Noise				
<p>Noise at Work – damage to hearing from prolonged exposure to loud noise. Both temporary and permanent.</p> <p>Many areas of a festival site likely to reach actionable levels</p>	A, B, C, D	4x3=12	<ul style="list-style-type: none"> A Professional acoustic consultant will be appointed to monitor levels within the event site and will identify if the first or second action level have been exceeded Standon Calling to employ sound engineers to manage the noise levels on instruction from the Noise consultant A range of control measures have been implemented to minimise exposure and to ensure that workers and public are aware of noise hazards throughout the site and have access to suitable protective mechanisms. All hearing protection zones will be clearly signed, suitable disposable earplugs will be provided Backstage and pit will be hearing protection zones Stewards and security will be rotated, thus ensuring that only limited time is spent in the designated Hearing Protection Zone Technical crew will be asked to remove themselves from high noise areas if not working All PA will be removed from audience by 2m as a minimum, either by flying or by barrier Good communication between acoustic consultant, Safety Officer and Event Control required at all times so that remedial work can be carried out in good time 	2x3=6
Sanitation				
Lack of toilets leading to use of surrounding areas, poor hygiene leading to illness	A, B, C, D	4x3=12	<ul style="list-style-type: none"> Adequate toilet facilities to be provided within the event area using toilet calculator and industry guidance A professional maintenance and cleaning team to be on site for the duration of the events to service the toilets regularly Toilets to be inspected as part of regular H&S checks and direct contact with toilet cleaning team made if required. 	1x3=3
Disposal of visitor portaloo waste	A, B, C, D	3x3=9	<ul style="list-style-type: none"> Points in both the tent and caravan/campervan fields for the disposal of portaloo waste. (Elsan Tank) Licensed contractor and adequate tankers engaged to ensure safe removal of waste from site 	1x3=3
Slip, Trip and Fall Hazards				

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Tripping – cables/guy ropes - exposed cables and unmarked guy ropes may be a trip hazard to those on foot.	A, B, C, D	3x3=9	<ul style="list-style-type: none"> All exposed cables to be covered with cable ducting, core matting, buried or flown over structures Good housekeeping required to ensure work tool cables do not create a trip hazard Adequate lighting provided along all paths All guy ropes on marquees to be clearly marked or placed in areas of low risk Regular monitoring by Safety Officer of any possible hazards and regular maintenance. 	1x3=3
General trip hazards from uneven ground, rabbit holes etc.	A, B, C, D	3x3=9	<ul style="list-style-type: none"> Arena assessed for areas of excessively un-even ground and dealt with using woodchip, soil etc. Areas that are impossible to rectify will be isolated by barrier or hazard tape 	1x3=3
General slip hazard from mud - if prolonged rain occurs.	A, B, C, D	3x3=9	<ul style="list-style-type: none"> Identification of high footfall areas that will deteriorate first. Appropriate material to be placed in these areas to provide grip and disperse mud as required Extreme areas of mud etc.. will be isolated by the use of fencing, hazard tape etc. 	1x3=3
Injury from accidents due to poor site lighting and night working, Poorly lit areas of uneven ground, stairs	A, B, C, D	3x3=9	<ul style="list-style-type: none"> Work lighting will be required for any night work, installed by a competent person and not creating electrical or trip hazards Night site walks by the Event Manager prior to gates opening to identify any dark areas that may require additional site lighting Electricians /LX company to have spare supply of outdoor floods etc.as a contingency Tower lights used to light walk routes 	1x3=3
Site Specific				
River – drowning, Hypothermia Pond in central area – Drowning	B	4x5=20	<ul style="list-style-type: none"> Fence area around the pond Warning of risks in staff briefings No lone working 	1x5=5
Lane –Narrow, fast traffic, pedestrian crossing RTC/ Pedestrian Fatality Event attendees walking down dark lane at night	A, B, C, D	4x5=20	<ul style="list-style-type: none"> Lane closed, one-way system and diversionary route in place, please see Traffic Management Plan Staffed crossing points over roads where event traffic may be Trackway pads created to allow passing points Some lighting will be provided at perimeter of event site, pedestrians warned of danger of walking in an unlit lane in advance communications. Directed onto safer walking paths with signage 	1x5=5
Public bridleway through the site – public and dogs walking through a construction site; undesirable persons finding easy access to the event site	A, B, C, D	3x5=15	<ul style="list-style-type: none"> Application to close bridleway for a period as agreed with the Council Warning of risks in staff briefings Fencing and warning signage installed 	1x5=5
Special Effects				
Lasers Eye damage, skin burns	A, B, C, D	4x3=12	<ul style="list-style-type: none"> No pen lasers on site (pre-event messaging and confiscations if found) No lasers to be used by traders, pre-event information and site checks by Safety Officer. Found Lasers will be confiscated Use of lasers by trained specialist contractors in accordance with current legislation and guidelines. 	2x3=6

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			<ul style="list-style-type: none"> Show lasers for major artists acceptable with full risk assessment and agreement with Safety Officer on termination points HSG95 must still be followed on this site No audience scanning allowed under most circumstances, unless contractor can prove safety, by using measuring equipment 	
Stage Pyro – Fire, burns, smoke inhalation	A, B, C, D	3x4=12	<ul style="list-style-type: none"> Competent contractor to provide specific risk assessment for show Contractor to provide data sheets and show plot to Production Manager and/ or Safety Officer prior to show Clear communication required between all Stage Crew, artists, etc. Exclusion areas identified and competent person to fire the show Care to ensure all stage materials and structure skins are inherently flame retardant. 	1x4=4
Use of foggers, hazers and smoke effects- Respiratory illness, excessive use leading to disorientation particularly in enclosed areas	A, B, C, D	2x3=6	<ul style="list-style-type: none"> LX contractor to provide safety data sheets. Water based smoke fluids to be used only. Competent operator to manage smoke machine. 	1x3=3
Substances (Hazardous to Health)				
Possibly -cleaning materials, stage effects, Agricultural chemicals Novelty items containing hazardous substances	A, B, C, D	4x3=6	<ul style="list-style-type: none"> All agricultural chemicals will be removed from the event site prior to load in Any spills on event site must be cleaned up or isolated prior to the load in The contractors will ensure that the use of any substance that is recognised to be hazardous to health is reduced to a minimum or if possible replaced with a less harmful substance Any staff using such substances must be trained and equipped with the appropriate PPE Hazard Date sheets to be provided to event management prior to use Must be stored in secure and marked container 	1x3=3
Temporary Demountable Structures (TDS)				
<p>Many hazards associated with TDSs Collapse, overloading (static such as lighting rigs; dynamic such as wind) - Big Tops, Marquees, Clear Spans, Stages, Fire Towers</p> <p>Poor ground conditions Inappropriate anchors and ballast for ground and weather conditions Poorly erected and incomplete structures Poor communication between riggers and structure company resulting in overloading</p> <p>Fire</p>	A, B, C, D	3x5=15	<ul style="list-style-type: none"> Use of professional companies to erect and maintain TDSs throughout the events Contractors to supply Construction Phase Plan, technical drawings, load calculations including wind loading data and wind management plan (actionable levels) All structure contractors must ensure that any rigging or additional loads within or on the structure is within safe working loads and that any rigging points are correctly placed. There must be documentary evidence of communication and agreement between structure contractor and rigging company All construction areas must be off limits to non-essential staff by the use of fencing, hazard tape and/or signage. It is the contractors' responsibility to manage their site Each structure will be signed off by a competent person prior to use Evidence will be needed that the installed anchors are appropriate for the likely uplift forces expected on this site (Ballast, pins, ground conditions etc.). A pull test may be required Flame retardant certificates provided by contractor for all marquees Plans for all marquees supplied, fire exits identified with appropriate signage and extinguishers allocated as required Programming of music to consider movement of audience between venues, and popularity of acts In addition to fire exits, leaving large entrance/exit openings on all marquees to ensure ease of access/egress in an emergency Regular checks by the Safety Officer will be made on the condition of the structures All guy ropes will be located out of main walkways or clearly marked 	1x5=5

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			<ul style="list-style-type: none"> • Strict <i>No Smoking</i> policy enforced. • Wind loading calculations known and understood, wind monitored onsite 	
Trees				
Serious injury or death from falling boughs, wind, or people climbing on them	A, B, C, D	2x5=10	<ul style="list-style-type: none"> • Hazardous branches will be removed by a competent Arboriculturist • Additional inspections by Safety Officer of all areas with trees and infrastructure prior to gates opening and after any heavy winds etc.. 	1x5=5
Vehicles				
<p>Accidental injury if vehicle movement is not controlled and supervised.</p> <p>Excessive speeding in buggies by crew on a large site</p> <p>Vehicle pedestrian conflict particularly during egress at end of show.</p> <p>RTC</p>	A, B, C, D	5x4=20	<ul style="list-style-type: none"> • Site crew to adhere to vehicle method statements at all times • Traffic management plan in place to limit & reduce vehicle access to site • Vehicle curfew of 1 hour before audience on site. • Only essential vehicles allowed on site during the show these can only be authorised by Event Control • No vehicles back on site until after show closes, authorised by Event Control • All crew operating plant, site vehicles etc. will be competent and appropriately trained in the use of said vehicle (certificates including driving licenses will be collated by the site office). • All crew working around vehicles will wear high viz at all times • Any unavoidable vehicle movement within the event site (i.e. waste compacter) to be escorted by two Stewards. • Speed limit of 10mph to be enforced at all times. • Any awkward maneuvers including reversing will require a banksman • All vehicles will use headlights and beacons, not hazard warning lights • Service and maintenance records required for all hired equipment • Equipment inspected daily for damage, warning lights, flat tyres. Must not be used until repaired by a competent person • All drivers of forks and telehandlers will wear seatbelts while operating the machinery • Specific method statement for the use of access cages 	4x3=12
Access and egress of visitor vehicles both to and away from car parks. Congestion, increased risk of RTC's, disruption of local roads	A, B, C, D	3x5=15	<ul style="list-style-type: none"> • Road closure system put in place • A professional Traffic Management company have been employed to manage all aspects of access and egress, which will include directional signage and coning. They will provide staff to direct and manage, access, egress and parking to all different parking areas. • Please see separate Traffic Management Plan 	1x5=5
Poorly maintained vehicles & plant equipment during building	A, B, C, D	5x4=20	<ul style="list-style-type: none"> • Site Manager to ensure all hired vehicles are to comply with current testing legislation in respect of their type and use. • Any vehicle or plant & machinery hired in support of this event must be sourced from a reputable supplier. • All equipment to be inspected on arrival • Service and maintenance records required for all hired equipment • Equipment inspected daily for damage, warning lights, flat tyres. Must not be used until repaired by a competent person • All crew operating plant, site vehicles etc. will be competent and appropriately trained in the use of said vehicle (certificates including driving licenses will be collated by the site office). 	4x3=12
Radiated heat from vehicles	A, B, C, D	3x4=12	<ul style="list-style-type: none"> • Traffic Management Plan in place to limit & reduce vehicle access to site • Keep all traffic flowing away from site & do not allow engines to idle in high risk areas in proximity to site • In the event that any vehicles queue near site, steward to request they move away or turn off engines. 	2x4=8

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<ul style="list-style-type: none"> Limited parking and vehicle movement in arena Ground works undertaken to main areas of car parks 				
Waste				
<p>Excessive amount of waste building up creating fire hazards, trip and slip hazards, sharps hazard and possible pathogenic hazards</p> <p>Cuts and puncture wounds to waste clearance staff</p>	A, B, C, D	2x4=8	<ul style="list-style-type: none"> No glass allowed on site via visitors, crew or traders. A professional waste management company to be employed to manage and collect waste around the site Waste management company must provide staff with the suitable PPE suitable for the collection of expected waste (gloves resistant to broken glass, sharps etc. Waste management company to provide full risk assessment Adequate bins and skips situated around site Safety Officer, Security and Stewards to undertake regular checks of access routes to ensure clear 	1x4=4
Water installation				
<p>Contamination of water supplies from source (tankers) or site, due to poor plumbing, inappropriately sourced bowsers etc.</p>	A, B, C, D	3x4=12	<ul style="list-style-type: none"> All animals are removed from public area 3 weeks before the first event (to ensure E Coli is no longer active in droppings) Standon Calling shall ensure that the competent contractor have drawn up a Water Safety Plan specific to the temporary water distribution network providing potable water to the public, staff and caterers. Care taken while routing pipework, connecting pipework to ensure no contamination around connectors Competent supplier to provide safety certification and water quality certificates Once the construction of the temporary system is completed, it is fully inspected, disinfected with a super-chlorinated solution and flushed. Water quality sampling is carried out and assessed by an independent UKAS accredited laboratory. Particular attention is paid to chlorine levels, coliform bacteria, E.coli and Enterococcus. Water test for pathogens prior to end use Cleaning regime for all taps Contractor on site to monitor and maintain water system No connection is permitted to the system other than by the designated plumbing contractor (to ensure system integrity and prevent backwash from poorly made junctions). Warnings to this effect are circulated to all traders prior to the event. 	1x4=4
Weather				
<p>Collapse of temporary structures due to high winds</p>	A, B, C, D	4x5=20	<ul style="list-style-type: none"> Temporary structures provided by competent contractors who will provide certification of safe wind speeds and methods for dealing with winds exceeding those limits Ballast and anchors will be checked by the Safety Officer and compared with safety documentation to ensure they are appropriate for rated wind loading limit Wind monitored onsite with an anemometer as well as regular checks on Met Office website. Extreme weather action plan to be developed If weather is likely to affect safety on site, the areas affected will be cleared of all persons while remedial action is taken by competent contractors Major weather conditions may require liaison with emergency services and a major incident being declared 	2x5=10

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<p>High Temperatures -Heat Exhaustion / Sun stroke/ Hyperthermia</p> <p>Low Temperatures, wind chill and rain Hypothermia</p>	A, B, C, D	3x4=12	<ul style="list-style-type: none"> • All production and site crew, including freelancers to come to site equipped with the appropriate clothing for hot, cold and wet weather • Advance information on importance of keeping hydrated • Water points around site for crew • Sun protection cream to be available from site office • Line managers to monitor welfare of team and be aware of risk from sun stroke • Crew areas to be provided with sheltered area with hot and cold drinks • Announcement through PA or screens if weather particularly warm / cold, politely reminding audience to look after themselves • First Aid staff available. Welfare marquee to be provided with heaters and a supply of space blankets • Shaded areas provided for public 	1x4=4

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Welfare				
Site and Event Hazards exacerbated for any underage people on site (see Safeguarding Policy)	A, B - children	4x4=16	<ul style="list-style-type: none"> Safeguarding policy and Safeguarding Officer in place All front line staff are fully briefed on all procedures for Missing and Found Children At no time is a member of Event Staff to be alone with a member of the audience under 18 Welfare team to manage Missing and Found Children Work undertaken with Kid's Area, Safeguarding Officer, and Welfare team to ensure joined up approach to safeguarding Safeguarding considerations also given to vulnerable adults 	1x4=4
Drinking water – Lack of leading to dehydration	A, B, C, D	3x3=9	<ul style="list-style-type: none"> Adequate supplies of drinking water available 	1x3=3
Excessive Hours for Staff - fatigue causing accidents and poor decision making.	A, C	4x4=16	<ul style="list-style-type: none"> Build and break based around 12hr working day Appropriate number of staff to allow for breaks Nourishing food provided to all crew and staff 3 times per day Tea, Coffee and cold drinks available Rest areas available 	3x3=9
Lack of signage for welfare facilities and general event facilities leading to a delay in receiving medical attention, park being used as a toilet, and possible bad tempers, etc..	B	3x3=6	<ul style="list-style-type: none"> All key welfare facilities (medical, welfare, toilets, exits, food, etc..) will be clearly signed with directional arrows. Signs must be clear and highly visible. Exit signs must be clear, large enough and above head height ('Running Man' signs) 	1x3=3
Work Equipment				
<p>Injuries caused by the use of inappropriate work equipment and tools.</p> <p>Use of damaged equipment</p> <p>Injuries caused by inexperienced workers incorrectly using potentially hazardous tools</p>	A	4x5=20	<ul style="list-style-type: none"> Toolbox Talks by Site Manager each morning to remind crew of hazards including hand tools Appropriate tool used for job No 13amp 240v equipment to be used outside if weather or ground is in anyway damp or wet. 110v should be used instead PPE for all tasks to be appropriate dependent on risk assessment but at a minimum, high viz, and safety boots 	1x5=5
Working at Height				
<p>Work at height (general)</p> <p>Falls</p> <p>Falling objects</p>	A, C	4x5=20	<ul style="list-style-type: none"> Adhere to method statements at all times Working at height to be avoided where possible (hierarchy of controls - prevent falls then mitigate potential harm from a fall). Ladders only to be used for light, short duration work following a risk assessment If possible all WAH should be carried out from plant or work platform Fall restraint harness to be worn for all work from Mobile Elevated Work Platforms (MEWPs - scissor lifts, cherry pickers, forklift access-cages etc.) or near poorly protected edges Fall arrest systems to be used when fall restraint is not practical Rescue plan to be in place for all WAH All fall prevention equipment should be maintained and inspected and have certificates available. Safety Officer to monitor working at height operations where possible, especially any major lifts or rigging operations. Unusual or emergency working at height requirements to be agreed with Safety Officer prior to work being carried out 	2x5=10
Ladders	A, C	4x4=16	<ul style="list-style-type: none"> User to be competent in use of ladders Ladders to be in good condition and securely positioned when in use Ladders to be used for access or light work of short duration only 	1x4=4

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			<ul style="list-style-type: none"> Significant loads will not be carried on ladders Damaged ladders will be removed 	
Temporary Structures (stages, viewing platforms etc..)	A, B, C, D	4x5=20	<ul style="list-style-type: none"> Temporary structures to be constructed by competent persons to a design specified by the manufacturer Method statement required from contractor indicating how structure will be built without putting workers at risk from a fall from height All temporary structures to be signed off by a competent person as being fit for purpose Structures to be secured from unauthorised access before completion All edges and treads to be marked with high visibility tape Contractors to be advised that pull tests should be undertaken 	2x4=8
Rigging and other work at height e.g. in stage roofs, from cherry pickers etc. Dropped equipment	A,C	4x5=20	<ul style="list-style-type: none"> All rigging work at height will be undertaken by experienced contractors or crew All contractors will be required to provide risk assessments and method statements for working at height. This must include a rescue plan Anyone working where there is a risk of falling will be required to wear a suitable harness (checked for good condition) this includes working from a mobile elevated work platform or cherry picker All work at height will be undertaken to ensure there are no conflicts with other work below Majority of the stage rigging to carried out while no other activity is programmed on that part of the stage All riggers are trained and competent. All pockets will be emptied before climbing into the roof. All equipment to be attached to climber via lanyard Where risk assessment indicates it necessary, an exclusion zone will set-up and maintained under working riggers All rigging points must be installed by a competent person in liaison with the structure crew chief or other competent person to ensure loads are within safe parameters All flown equipment must have redundancy (safety chains) installed as soon as possible Care is needed to ensure all flown equipment including cabling does not put additional strain on the structure through oblique stresses on roof, truss or points All rigging operations to complete a checklist and sign off sheet prior to show 	2x5=10
Use of Mobile elevated work platform (MEWP) Overturning of the MEWP Falls of personnel from the operating basket. Falls of materials Personnel becoming trapped or entangled in moving parts	A, C	4x5=20	<ul style="list-style-type: none"> Ensure that MEWP is on firm, level grounding and where applicable that the outriggers are used Trained personnel only to operate MEWP Use of fall protection equipment where risk assessment requires it Adequate planning of works to ensure where necessary that materials can safely be taken up within the cage Always work within the MEWP's safe working load. Never use MEWP as a crane Keep unauthorised personnel away from the work zone by using barriers or hazard tape if necessary Ensure the MEWP is suitable for the task conditions and terrain is used; if in doubt consult the manufacturer 	2x5=10
Aluminium Access Towers Overturning, falls and dropped materials	A, B, C, D	4x5=20	<ul style="list-style-type: none"> Tower to be erected by competent persons only Outriggers must be used Ground conditions must be checked prior to erection Person must not ride a moving platform Access to tower must be via internal ladder through decking sections and not climbed externally 	1x5=5

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Injury or death as a result of falling while construction of scaffold Injury or death resulting from collapse through poorly designed structures Injury or death through collapse through overloading Falling Objects	A, B, C, D	4x5=20	<ul style="list-style-type: none"> • All scaffold builds to be carried out by competent contractor, relevant safety documentation to be collated prior to build • Build to be carried following guidance NASC SG4.05 • Safe load limits must be known and evidenced with a docket attached to the structure • Care needed if scrimming due to increased wind loading • Working at height to be carried out using hierarchy of controls 	1x5=5