

What are the Hazards?	Who might be harmed and how?	What are you doing already?	What further action is necessary?	Action by who?	Action by when?	Done
Pedestrian/Vehicle conflict	Workers and others risk serious, possibly fatal, injuries if struck by a vehicle in a car park or on the highway.	Signage around entry/exit point on the main road. Stewards positioned around this area 13:00 - 18:00 whilst people are arriving. Then again from 21:00 - 23:00 when the majority of people will be leaving.	Consult on transport plans with the Local Police Force and Council authorities.	Security and Stewards	Before event	
Workplace transport	Workers and others risk serious, possibly fatal, injuries if struck by a vehicle.	All work vehicles are maintained and operated by event partners only. High visibility vests available and worn as necessary. Vehicles only on ground when visitors are not.	5mph speed limit on site, signposted. Approval of provided timetable by relevant authorities, meaning a safe, steady flow of traffic entering and exiting the site during setup and packdown.	All staff, including the companies dropping equipment off and setting up / packing down.	Before the event, and pack down.	
Slips, Trips and Falls	Workers and visitors risk serious injury if they slip or trip, even on the level.	Keeping all grass cut as short as possible. Also not having anything running along the floor like electrical wiring. Temporary lighting provided to walkways, toilets and general areas, where unlit, in use by the public after dark. Good housekeeping – staff 'see it and sort it'.	Do checks on surface before event to make sure ground is in good shape and level	All staff, mainly event management team	Setup, during event and packdown	
Collapsing structures	Workers and others risk serious, possibly fatal injury if fixed structures collapse.	Stages and marquees to be erected by a competent person/contractor. Contractor(s) to provide sign off certificates and risk assessment for all structures. Regular checks made on all structures by a competent person.	There is a need to check the weather forecast daily. Check with the provider(s) - maximum wind speeds that structure can withstand safely.	Event management team and staff from relevant companies	Before event, further checks until structures removed	
Hearing Damage	Staff might suffer permanent or temporary hearing damage from long term exposure to loud music. All staff assumed to be at risk, particularly performers, stewards and bar staff. Also the public might suffer permanent or temporary hearing damage from exposure to loud music.	Areas of the stage/event identified as being within the action level and signage provided. Staff rotation between quiet and noisy areas. Staff known to be particularly at risk identified and provided with ear plugs. Performers and contractors entering noisy areas to be warned of risks of hearing damage and offered ear plugs. Sound checks to be taken on day using a portable sound meter, adhering to a day average of 95db. Members of the public are prevented from getting closer than 1.5m from soundsystem.	To check our volume level is okay with the authorities & let the AV company know, who will manage on site throughout the course of the event day.	Event management team and staff from DCS events.	Before and during the event.	

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Medical Emergency	Workers and others could become seriously ill, injured and therefore in danger if no emergency first aid is available.	First aid area to be provided for all people on site. RJO Medical providing... 1 x First Aider (Emergency Technician) 2 x ECA/First Responder ...plus all necessary equipment to ensure maximum safety, adhering to the requirements of the TEN agreement.	Consult further with RJO Medical. 'What if...happens?' Furthermore, consult with authorities and RJO, as to when and if emergency services are required.	Event management team, RJO Medical & relevant authorities.	Before event	
Electrical Danger	Staff and public may suffer serious and possibly fatal electric shock/burns injuries from faulty electrical equipment or installation.	All electrical systems will be constructed and maintained in a condition suitable for use in the open air, even if they are positioned under a tent. All relevant facilities to be fenced and away from the public. A competent person will certify all electrical installations as to their safety on completion. Signed certificate to be kept at the event by competent contractors. All electrical equipment to have been PAT tested within a valid time range.	Contractors are reminded to ensure any electrical equipment that they bring to the event is PAT tested. They will also be informed that they need to sign off upon safe and complete installation.	All staff and relevant contractors.	Before event	
Fire Safety	If trapped, staff and others risk serious, possibly fatal injuries from smoke inhalation or burns	Use of event infrastructure with valid fire safety certificates No equipment or materials used at the event present an inherent fire risk Power supplies and distribution to be installed by competent contractors. All working personnel to be briefed on the fire evacuation policy Any fire event to be notified to the Fire & Rescue service, no matter how small No smoking inside tent areas.	Stewards and fire management to check exits & keep clear. Consult with authorities in regards to how to proceed with emergency service response if required. Upon arrival briefing, our security & stewarding team will be notified of our evacuation policy & fire exit point. Consult with authorities to confirm they are happy with plans.	Event staff, management team & authorities.	Before and during the event	
Gas Safety	Staff and others risk injury from fire and explosion if gas appliances are not properly maintained and used.	Food Vendors to be required to ensure their gas installation and equipment has been installed and checked within the last twelve months by a "Gas Safety Register" approved contractor. Compliance certificates to be kept on the food stall. Risk Assessments provided.	Make arrangements to check food vendor is complying with safety requirements	Event management team & food vendor.	Before event	
Fencing failure	Workers and others risk serious, possibly fatal injury if barriers collapse.	Provided and erected by a trusted and competent supplier and team. Scheduled to be set up on setup day before the event, to secure the area and ensure stability.	Check fencing once it is up, throughout setup time on friday and saturday. Advise all staff to be vigilant and look out for weak fencing.	All staff and event management team.	Once fencing has arrived on friday setup day.	

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Lighting effects	Staff and public may suffer eye damage if used improperly.	Minimal lighting effects chosen to avoid any health and safety risk.	Do pre-test to check lighting	DCS events & event management team.	Checks done on setup time, Saturday morning.	
Food poisoning	Workers and the public risk ill health if they eat food prepared in unhygienic conditions.	Reputable food vendor has been chosen. Required to bring copies of their food hygiene certificate(s) and their food safety management system with them to event.	Consult with the authorities as to whether further precautions are required.	Event management team, food vendor & authorities.	Before event	
Public Disorder	Staff and the public risk serious injury, if assaulted or if caught up in incidents of disorder.	Staff trained to spot potential trouble makers, defuse tension/situations etc throughout. Adequate number of trained, SIA badged security staff. Staff trained in procedures re-entry, queuing, searches, etc and signs displayed for the public. Put security staff employed to observe crowd behaviours. Drinks not served to people obviously disruptive. No glass at the event. Searches on the door.	Consider providing advance information of prohibited items (glass and alcohol) the public can't bring to the event. Consult with the local Police on security plans.	Event management team, event staff & security team.	Before event	
Work at height	Workers and others risk serious, possibly fatal, injuries if they fall from height.	Stages and marquees to be erected by a competent person/contractor.		Event management team and relevant contractors.	Before event	
Manual Handling	Workers may get musculoskeletal problems, e.g. back pain from handling heavy and/or awkward objects.	All work involving manual handling is assessed on an individual task basis. Risk assessments/method statements of contractors checked for safe systems of work before the event. Only trained staff involved in strenuous manual handling.	Event management team to be vigilant & oversee operations.	Event management team and contractors.	Setup & breakdown.	
Emergency Entry/Exit blocked	If the entry/exit point isn't big enough, emergency vehicles and/or people may not have ease of access.	Ensure the emergency exit point is 4m wide which is enough for the amount of people we have, even if one is compromised.	Ensure staff are ready to open exits when necessary. Ensure staff remove any debris or facilities blocking this area throughout the event.	Event management team and selected competent staff.	Before and during the event.	
Adverse Weather - High winds & High temperatures	High winds could cause danger to temporary structures. High temperatures could lead to people getting dehydrated and sun stroke.	Weather to be checked daily leading up to the event. Area built up well around so wind should not be a problem. Also liaising with companies building structures to ensure sturdiness and safety. Free water to be handed out if temperatures are too high. 2 large tents on site to provide shading regardless.	Ensure enough soft drinks and water are available.	Event management team, bar staff and companies involved in building infrastructure	Before event	
Equipment failure	Generators could run out of fuel or break. Dome area would be poorly lit & lack of sound could cause disturbance amongst visitors.	Generator to be supplied by a trusted, reputable supplier and managed by our AV team throughout the course of the event.	Full checks done before the event starts.	Event management team and electricians to be ready.	Before and during the event.	

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Drug Taking	Visitors could be taking drugs & harm themselves and others	Make sure there are strict stop and searches upon entry, and throughout the event if anyone is seen taking drugs	Make sure Security have SIA cards and ask to refuse entry to people in possession upon entry. Also asked to confiscate and dispose of any found substances, when removing a possessing visitor from the event.	Event management team & Security staff.	Before and during the event.	
Adverse weather – severe rainfall prior to event causing flooding/extreme wet conditions	Wet conditions could risk trips, falls & damage to event electrical equipment.	Festival event management team to assess, if conditions are too severe, the event will be postponed/called off.	Pre-warning to visitors to explain risk of the event being called off in case of extreme weather prior to the event.	event management team	Before event	
Overselling of tickets leading to overcrowding	If tickets are oversold, this could lead to mass amounts of people trying to get in	Event already sold out at 400 tickets.	Prior warning to visitors, no ticket no entry.	Event management team	Before event	
Overcrowding	If there is too much going on in one location there is risk of overcrowding leading to crowd crushing.	2 social areas provided; dome tent & lounge tent. Both large in size and site is 50m x 40m, giving plenty of space for the amount of visitors + staff.	Make sure security staff and stewarding team are vigilant in keeping big groups of people moving	Event management team, security staff & stewarding team.	Before and during the event.	
Bar area running out of alcohol	If the bar ran out of alcohol crowd could start getting annoyed and agitated	More than enough drinks have been purchased as we have the ability to return unused drinks to our supplier. Experienced bar manager and bar staff have been employed.	Top-up runs can be made during the event if certain drinks are running lower than expected. Hourly checks to be made between the bar manager and event management team.	Event management team/Bar Manager	Before and during the event.	
Drugs management	Drugs found from stop/searches or on the floor pose a risk for other visitors and must be disposed of effectively	Blue amnesty bins will be visible in the search area and in the main arena. Bleach will be in the bottom of bins to make sure the substances found cannot be reused.	Checks before, during and after to be made making sure they are being used effectively. All staff asked to be vigilant and notify the event management team & security if they become aware of any substances situated on site.	All event staff.	Before & During the event.	
Covid-19 Virus	Staff and visitors	Current government guidance allows us to run this event with no Covid or 'Social Distancing' requirements.	Consult with authorities to see if this situation changes or develops in a way we do not expect. Cancellation may be necessary if the restrictions are indeed not dropped to a required level.	Event management team and authorities.	Before Event	