



Let's Rock Bristol 2018 – Event Risk Assessment V1.1

Revision	Date	Details	UK Live Limited 14a Spittal Street Marlow Bucks SL7 1DB Tel: 01628 525113 Event Manager: Nick Billinghamurst Office: 01628 525113 Mobile: 07715 009930 Email: nick@uk-live.co.uk
V1.0	08/11/17	Based on UK Live Template	

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IMPORTANT NOTICE

This document has been prepared by UK Live Limited and is specific to the event identified on the front cover. While every precaution has been taken in the preparation of this document, UK Live assumes no responsibility for errors or omissions.

This document should be reviewed in conjunction with other relevant event documentation, including but not limited to:

- Event Management Plan
- Noise Management Plan

1 Introduction

- 1.1 UK Live Limited provide safety advisory services, via internal staff and external agents, including the production of this Risk Assessment for Lets Rock Bristol and the activities to be undertaken at the Music Festival in Bristol on Saturday 2nd June 2018 and its associated build and break phases.
- 1.2 This document summarises the risk assessment findings that have been taken forward to the Event Management Plan in order to provide the necessary safety and environmental precautions associated with an event of this nature. Both this Risk Assessment and Event Management Plan are subject to development through the planning processes, and final versions will be shared seven days before the start of the event build.
- 1.3 This document has been drafted based on extensive knowledge of the events industry and experience of the application of statutory regulation and guidance including, but not limited to, the Purple Guide, the Regulatory Reform (Fire Safety) Order 2005, the Guide to Safety at Sports Grounds, The Fire Safety Order as applicable to different types of premises and other relevant documentation and guidance. A practical, pragmatic and realistic approach has been taken to this Risk Assessment based on this experience and prior knowledge of the event to which this document relates.
- 1.4 The proposals contained herein are not necessarily final but give an indication to the appropriate procedures for an event of this nature. These will be shared with the relevant responsible statutory authorities and their feedback will be incorporated into the overall final Risk Assessment and Event Management Plan, issued seven days before the event build. Any subsequent changes will be recorded in the event safety log and communicated to relevant stakeholders.
- 1.5 The findings of this Risk Assessment and the controls and standards identified in the Event Management Plan must be communicated to those who will work, or otherwise come into contact with the hazards and risks identified within this document.
- 1.6 A review of this Risk Assessment will be made, should further information be received which suggests that the documented control measures are found to be unsuitable, insufficient, ineffective or where there is a significant change in working practices, or an incident occurs.
- 1.7 It is incumbent upon UK Live Limited and its appointed contractors to ensure that the control measures are implemented and managed throughout all phases of the event.

2 Event Detail

2.1 Let's Rock Bristol (LRB) is a family friendly, popular music festival aimed at an audience of adults 30-35+ (with children). The event has been successfully run on the Blaise Castle Estate and at the Ashton Court Estate. Let's Rock is the UK's largest Retro Festival brand, and is run all across the UK in 10 locations.

Licensable Activities

2.2 All licensed activities will take place on Saturday 2nd June 2018. Full details are in the Event Management Plan. The licensable activities will be:

- Provision of Films
- Provision of Live music
- Provision of Recorded music
- Provision of Performances of dance
- Supply of Alcohol

2.3 Other non-licensable activities include:

- Children's entertainers
- Children's circus (no animals)
- Stalls
- Small funfair rides

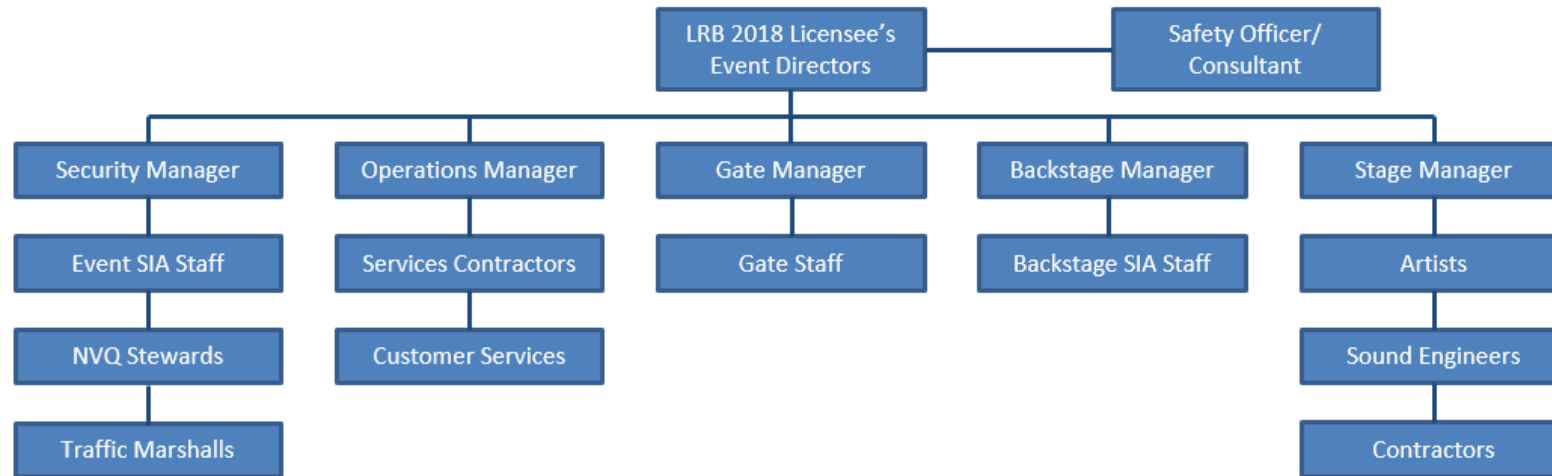
Management Approach

2.4 The licensees are committed to making Lets Rock Bristol 2018 a safe and enjoyable event for all concerned – the viewing public, staff and contractors alike. UK Live will again appoint a dedicated Event Safety Advisor and a Security Manager, and a number of qualified Security personnel. The Security Manager will be responsible for all Security at the event. NVQ Marshals will be present alongside the security, but purely as a customer services role.

2.5 Stewards/ Marshalls/ SIA will be split into teams, with a team leader for each team. Each team leader will have a radio for communication between themselves and the Site Managers and Event Control.

2.6 The Stage Manager, along with all the Sound Engineers, will be supplied by the same PA supplier, Event Sound Limited (ESL), and he will ensure the safety of crew and performers on stage as well as enforcing performers slot times. The Stage Manager will be in radio/shout system contact with the Front of House (FOH) Sound Engineers and both the Operations Manager & Licensees.

2.7 Lets Rock Bristol 2018 Management Structure:



2.8 Event Management Team Contact Information:

Name	Role	Phone	Email
Nick Billingham	Licensee/Director/DSO	07715 009930	nick@uk-live.co.uk
Matt Smith	Licensee/Director/DPS	07886 677620	matt@uk-live.co.uk
Jason Batten	Director	07866 423501	jason@uk-live.co.uk
Eddy Grant (CMIOSH)	Event Safety Consultant	07515 029801	gesm@btinternet.com
Laurence Mulchrone	Site/Operations Manager	01628 525113	laurence@uk-live.co.uk
Marcel Cullers	Security Manager	07976 435999	info@securitynation.co.uk
John Gray	Stage Manager	07831 396666	john@productionunlimited.co.uk
Julian Spear	Noise Consultant	07976 823574	julian@symphotech.co.uk
Darryl Roberts	FOH Manager	07792 735320	darryl@uk-live.co.uk

3 Risk Assessment Procedure

- 3.1 Risk Assessments are essential to the planning of safe activities and events. There are also numerous pieces of legislation which require risk assessments to be carried out. The principle one of these is the Management of Health and Safety (Workplace) Regulations 1999. This requires risk assessments to be carried out to satisfy the principle of reducing risk to a level that is reasonably practicable which is enshrined in the Health and Safety at Work Act 1974.
- 3.2 All work activities need to be assessed by a competent person in order to identify the hazards and quantify the risks of these hazards causing harm to people at work, or affected by the work activity. Hazards and associated risks, if reasonably practicable, should be eliminated. If risks cannot be eliminated then reasonably practicable control measures based on the specific circumstances of an activity or an event must be applied to manage those risks. These controls may be physical or procedural. The nature of the risks and the detail of the associated control measures must then be communicated as appropriate to those who will work or otherwise come into contact with the hazards and risks.
- 3.3 The process of site design and management leading to the drafting of this risk assessment is based on the findings of a risk assessment and feedback from the statutory authorities and stakeholders, including local residents and businesses. This will also however require a dynamic approach to the development of some safety measures where crowds and changing circumstances may be identified at an event.
- 3.4 This document contains the Lets Rock Bristol risk assessment, which is based on the proposed activities taking place. These have been reviewed in consultation with internal management, event organiser's feedback from previous UK Live events, contractors and similar
- 3.5 In undertaking the risk assessments, the following approach has been adopted:
 - To gather information about proposed activities to determine what hazards may be present and to whom; (A "Hazard" is defined as something that may cause harm)
 - To determine the potential severity of harm caused by encountering a hazard;
 - To determine the likelihood that exposure to the hazard will occur and result in harm;
 - Based on the determined likelihood and potential severity of harm to allocate a level of primary risk;
 - Consider control measures appropriate to reduce the identified risks and review any residual risk to ensure the risk is controlled.

- 3.6 The risk assessments provide both the evaluated primary and residual risks using control measures which are considered to be reasonably practicable based on experience of similar activity.
- 3.7 For clarification - The Primary Risk is the risk associated with any identified hazard assuming that exposure to that hazard remains completely uncontrolled. The Residual Risk is the level of risk remaining after the full implementation of the proposed control measures. The figures given may be interpreted using the matrix below. Management must ensure that the proposed risk control measures are fully communicated and implemented to achieve these levels. Where a Residual Risk is still shown at an unacceptable level within the Risk Assessment then the adjacent column will show what additional measures need to be adopted to reach an acceptable level. The columns following the residual risk data indicate where additional controls are required or where special attention should be given.
- 3.8 The risk is determined using the matrix below.
- 3.9 A review of the assessment should be made should further information be received which suggests that the control measures stated are no longer sufficient to control risks, are inappropriate, or if additional hazards are identified.
- 3.10 Risk assessments are also being gathered from all the contractors involved during the event build. Additional documentation, including Public and Employers Liability Insurance certificates, Health and Safety Policies, Method Statements, fire retardancy certificates for all drapes and scrim cloth, testing certificates for all lifting equipment, and fork lift licences for all designated operators is also being collated and are available separately on request to the event organiser.
- 3.11 The risk assessments incorporate where appropriate Fire Risk Assessments as detailed in the Regulatory Reform (Fire Safety) Order 2005 and the guidance in the Fire Safety Risk Assessment guide to Open Air Events and Venues and the 2014 Purple Guide published by EIF
- 3.12 During the event a process of continuous assessment and reassessment will be undertaken by the Event Safety Co-ordinator (Edward Grant) to ensure appropriate risk controls are implemented should situations develop which are not envisaged within this risk assessment
- 3.13 During the event a process of continuous assessment and reassessment should be undertaken by the Management team and contractors. This is to ensure that appropriate, dynamic risk assessment is carried out and appropriate additional or revised controls are put into place to manage any change in conditions, or additional hazards arising which are not covered in these assessments.

- 3.14 PLEASE NOTE - This Risk Assessment does not include any areas, activities or processes that the author was not made aware of or where information was not provided during the preparation of the Risk Assessment or subsequently in communications prior to the issue of this document. Whilst every precaution has been taken in the preparation of this Risk Assessment, the author assumes no responsibility for errors or omissions resulting from appointing organisation's or contractor's failure to share or disclose any relevant information
- 3.15 It must however be appreciated and understood that there will always be the potential for crowd safety problems. The combination of people, the event, the location and the potential for public order issues are not, and cannot be, considered as risk free. Whilst considerable effort has been spent in identifying significant hazards and control measures the hazards can generally be summarised as:
- Crowd disturbance / public disorder;
 - Overcrowding and crushing of spectators;
 - Structural Failure including perimeter fence;
 - Fire within event area(s);
 - Serious medical emergency;
 - Severe / adverse weather conditions;
 - Evacuation as a result of fire/bomb call/suspect device.

Risk Assessment Matrix for Personal Injury

		SEVERITY						DEFINITION OF LIKELIHOOD CAUSES
		Multiple Death/Major Injuries	Single Death Life Changing Injury	Specified Injury/hospital transfer	'7 day' Injury	Minor Injury	None	
		10	8	6	4	2	1	
LIKELIHOOD	Certain 10	100	80	60	40	20	10	Has happened before and is expected to happen on this occasion
	Very Likely 8	80	64	48	32	16	8	Has happened before and is very likely to happen on this occasion
	Probable 6	60	48	36	24	12	6	Has been known to occur before and is likely to happen on this occasion >1/10 Chance
	Possible 4	40	32	24	16	8	4	Has been known to occur before but no reason to suggest that it will happen on this occasion <1/50 chance
	Unlikely 2	20	16	12	8	4	2	Has been known to occur before but no reason to suggest that it will happen on this occasion <1/100 chance
	Very Unlikely 1	10	8	6	4	2	1	Has never happened before and there are no reasons to suggest it will happen on this occasion

Notes:

- The numerical scale used is to allow comparisons of the risk levels only;
- No literal meaning is implied by the scoring level. 'Specified Injury' shall be as defined in RIDDOR.

	Level of risk is unacceptable. Additional risk reduction required to proceed
	Level of risk may be tolerable but use additional risk reduction if considered practical.
	Level of risk is acceptable. Monitor and review

Abbreviations Used in Assessments

- P = Public, guests, visitors
- S = Event staff, production team
- C = Contractors, suppliers
- A = Artistes, performers

Subject Area	Hazards and Effect	To Whom	Severity (S) x Likelihood (L) = Primary Risk (R)			Existing Control Measures	Severity (S) x Likelihood (L) = Primary Risk (R)			Action Required Where Risks are Not Adequately Controlled	Other Comments
			S	x	L = R		S	x	L = R		
1. All Areas	<p>CROWDING</p> <p>Crowding caused by volume of numbers attending event causing congestion and/or crushing, trampling, surging, swaying or crushing</p> <p>Queues causing congestion and/or crushing, trampling, surging, swaying or crushing</p> <p>Front of stage crowding causing congestion and/or crushing, trampling, surging, swaying or crushing</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	10	6	60	<p>Capacity for Festival limited to 9,999, admittance by ticket holder only.</p> <p>The stage will be positioned to provide sight lines such that it gives the widest possible angle of view for the audience for areas available.</p> <p>Identified entry points staffed by SIA security using Security Nation who provided security at all Lets Rock events last year.</p> <p>Identified and tested crowd management strategy to move crowd through area.</p> <p>Signage system for all journey phases to be in place.</p> <p>Ability to control and limit exit from event area and movement within and hold within event area or direct to other exits.</p> <p>Trained staff to support crowd flow and identify crowding at early stages to enable proactive response- staff in high Vis clothes and readily identifiable uniforms.</p> <p>CCTV monitoring of crowd behaviour- staff with radios to have distinctive high vis vests to enable CCTV identification.</p> <p>Contingency sites in place to re-site Ticket Holders.</p> <p>Control Points supported by barriers are in place at identified locations.</p>	10	2	20	<p>Stewards to be clearly identified using high visibility jackets / tabards.</p> <p>Use of radio communication to co-ordinate stewards and security staff. Event control to receive all radio comms.</p> <p>Steward & Security Manager involved in assessing plans.</p> <p>All Steward Supervisors to receive briefing prior to the event and be given printed instructions.</p> <p>All SIA Security & Stewards to be briefed by supervisors on site and issued with written standard instruction & duties where applicable.</p> <p>Suitable information signs to be installed throughout the site to direct public to facilities / exits.</p> <p>Use of Public address systems & to convey safety messages as required.</p> <p>SIA and Steward response teams to patrol site.</p> <p>Regular site inspections by management team.</p> <p>Avon & Somerset Police are welcome to attend but are not requested to do so.</p>	

Subject Area	Hazards and Effect	To Whom	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R		Existing Control Measures	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R		Action Required Where Risks are Not Adequately Controlled	Other Comments
					<p>SIA trained in place to manage its operation including dealing with persons causing a disturbance.</p> <p>Medical services support available.</p> <p>Control measures to isolate parts of the site supported by infrastructure and signage are detailed in EMP.</p> <p>Stewards and Safety Management will support Event Management in monitoring and reporting local densities.</p> <p>Crowd numbers in terms of migration and assembly at front stage; along main access to stage and at other areas agreed by Safety Management have been identified and are referred to throughout the Event Management Plan.</p> <p>Clearly marked exit signs will be displayed.</p> <p>Migration sites to be signed.</p>			<p>If Avon & Somerset Police do deploy officers, it is to be following their own risk assessment of the event.</p>	

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2. All Areas	<p>FIRE</p> <p>The design and structure of the event site and structures will limit spread but risks from temporary structure waste and cooking have potential to cause fire and damage. The risk is from fire and smoke inhalation.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>The nature of the site is a semi-rural open space surrounded by residential and commercial activity. Temporary structures (stages) and marquees that whilst designed to highest specification, have the potential for localised fires, especially in temporary structures or catering outlets.</p> <p>Staff trained in fire safety and awareness.</p> <p>Lets Rock Bristol have in place response teams and ability to escalate action.</p> <p>Temporary structures to have specific fire risk assessments in place including certification of material.</p> <p>Naked flame such as candles, Barbeques and gas stoves prohibited, with the exception of professional caterers.</p> <p>No Chinese lanterns or fireworks.</p> <p>Staff trained in use of firefighting equipment and advised of nearest location.</p> <p>Appropriate firefighting equipment will be located as agreed with stakeholders. Extinguishers to be sited by all generators and electrical equipment.</p>	8	2	16	<p>The activation of FB response is through Event Control.</p> <p>The decision to evacuate, in full or partial areas within site, is a significant one posing a n increase in R1 risk. As a consequence, identified and coordinated contingencies will be developed.</p> <p>If an area is to be evacuated 'in-vacuation' of the crowd within the site will considered, though this may not be an option if the stage is impacted on.</p>	

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					<p>Qualified Electrician to inspect and install all temporary supplies.</p> <p>Stage and infrastructure to have appropriate valid fire safety certificates.</p> <p>Working personnel to be briefed and instructed to familiarise themselves with the fire evacuation procedure within the area / location they are working.</p> <p>Liaison with adjacent building owners prior to the event.</p> <p>No smoking in any indoor venues / dressing rooms- signage to support this.</p> <p>No petrol generators on site / all electrical equipment must show proof of PAT testing.</p> <p>Let's Rock Bristol will provide power to all concessions.</p> <p>LPG to be checked for connections with gas safe certification.</p> <p>LPG to be stored upright away from heat sources in cage.</p> <p>LPG to be secured upright when in use.</p>				

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					32	Fire lanes in place to act as breaks (main arena where applicable).			16		
3. All Areas	<p>STRUCTURAL COLLAPSE</p> <p>This includes full or partial collapse preventing use of a structure or passage along an identified site. Most likely cause is wind that can cause partial structural damage, which can include buildings if wind is severe</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public in area</p>	8	4	32	<p>Monitoring of weather forecast especially for storms, thunder, lightning and high wind gusts required on daily basis with escalation to hourly monitoring if forecast indicates.</p> <p>Ability to close down temporary structures or constructions on site and evacuate people.</p> <p>Structures must have design specifications on wind loading and wind action plans - this is especially true of temporary sun shelters such as gazebos often used in connection with branding.</p> <p>Specialist Contractors have been engaged to undertake installation of temporary structures.</p> <p>Plans specifications and calculations for all structures to be submitted for examination prior to event build.</p>	8	2	16	<p>Monitoring of wind forecast with additional ballast for temporary structures.</p> <p>Wind action plan including securing /opening emergency exits.</p> <p>Removal of branding from fencing.</p> <p>Identification at local level of wind sensitive areas. (wind traps)</p> <p>Temporary structures without documentation or wind action plans will be prohibited, or where outside control of Lets Rock Bristol will be referred to site for consideration and action.</p>	<p>Forecast for high winds Mon day onsite monitoring required likely build will be reduced.</p> <p>Additional site staff may be required.</p> <p>Crane lift may be delayed.</p>

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						<p>Check on structures against intended use and foreseeable overload conditions such as adverse weather.</p> <p>They will operate their own method statements and assessments; this will be monitored by the Contractor Site Manager and ESC.</p> <p>LLCB to isolate structures.</p> <p>Stewards to monitor controlled areas.</p> <p>Completion Certificates to be signed off after each structure is completed.</p> <p>Certificates to be held in Site Managers Office with company's Method Statement, RA and Safety Policy.</p> <p>Site visits have taken place with all contractors prior to event.</p>					
4. All Areas	<p>WEATHER</p> <p>Extremes of weather such as heat, rain and wind, leading to structural damage, flooding, failure of temporary structures</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public in area</p>	8	4	32	<p>Systems for control of risks to staff from weather identified in ESP.</p> <p>The temporary structures will be constructed by approved contractors according to CDM, and wind action plans will be identified.</p> <p>Temporary barriers are available to identify and isolate pooling and spillages.</p>	6	2	12		

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					20	Lets Rock Bristol has specialist response teams to ensure cleansing regime is available to respond to incidents. Control of ingress/egress to slow arrival/departure and rushing in the event of sudden downpours cloudbursts.			16		
5. All Areas	<p>TERRORISM</p> <p>The threat of terrorism and the consequences of attack or response to hoax incidents is a significant risk</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public in area</p>	10	2	20	<p>DETAILS AVAILABLE FROM POLICE ON SPECIFIC THREAT LEVELS</p> <p>Search Policy is in place.</p> <p>Use of CCTV</p> <p>Use of HOT and 5C's and 5 Ws</p> <p>Trained Security staff</p>			16	<p>No further controls identified here for Security reasons.</p>	
6. All Areas	<p>MEDICAL INCIDENT</p> <p>Collapse of individual from multiple, potential causes are possible including some risks in this assessment.</p> <p>Causes may include misuse of alcohol or drugs.</p> <p>Given numbers attending this is a likely incident and must be monitored at all times</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p>	8	4	32	<p>Private medical services on site.</p> <p>Specialist event medical services to man First Aid Points.</p> <p>A search and amnesty bin policy for drugs and other prohibited items is in place.</p>	4	4	16	<p>Escalation to NHS response is via Event Control.</p> <p>Lets Rock Bristol has medical responders within Event Site area.</p> <p>There can also be potential for a medical incident not related to the event.</p>	

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		Other Members of Public in area			16	Water is readily and freely available throughout the site. Each bar to have Challenge 25 policy (or higher if part of licence). All security and stewarding staff trained in emergency medical response. Overall medical plan agreed and coordinated with PCT and NHS Ambulance Trust (where applicable). Regional Ambulance to provide Paramedic Ambulance support through existing cover. Main Accident and Emergency (Bristol Royal Infirmary) within 15 min of site.			8		
7. All Areas	SLIPS/TRIPS Slipping or tripping due to one or a combination of the following; poor maintenance, spillages, steps & stairs, poor lighting on the site. Potential for falls to cause risks identified in R1 above	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public in area	4	4	16	Lighting in area is designed for illumination of area to standards required. Maintenance programme in place. Continual inspection and supervision by stewards and hazards reported for resolution. Lets Rock Bristol has routine maintenance and cleansing to ensure such hazards are identified early and fixes are made to reduce or eliminate hazard.	4	2	8		

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			S	x	L = R		S	x	L = R		
					32	Lets Rock Bristol has response maintenance teams to deal with hazards should they arise as part of its standard operations.			8		
8. All Areas	<p>ELECTRICITY</p> <p>Persons being electrocuted/ suffering an electric shock.</p> <p>Deliberate interference with supply.</p> <p>Accidental interference with supply.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>All temporary supplies in site are to be RCCD or RCBO protected in controlled areas.</p> <p>Outside supply to use cabling and connections to IP56 level (ceeform)</p> <p>PAT testing of all electric equipment supplied by contractors as required.</p> <p>All temporary supplies to be installed by competent personnel in line with IEE requirements.</p> <p>Competent persons in line with IEE requirements on duty for Lets Rock Bristol as part of the Staffing Plan.</p> <p>Generators to be earthed and isolated from rest of workforce.</p>	4	4	16		
9. All Areas	<p>NOISE AT WORK</p> <p>Noise induced hearing loss Tinnitus</p> <p>Disturbance from noise</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p>	4	4	16	<p>The work noise levels will not exceed a time weighted average above 80db.</p> <p>Staff working with PA system/ announcement systems will be moved around to prevent noise exposure.</p>	4	2	8	<p>Noise Management Plan and monitoring by specialist contractor will be in place and forms part of the License Conditions.</p> <p>Ear Protection to be located at each Stage.</p>	

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		<p>Personnel from business in area</p> <p>Other Members of Public In Area</p>			32	<p>Contractors to have own noise plans and staff monitoring in place.</p> <p>Announcements will be on a contingency basis only.</p>			8		
10. All Areas	<p>VEHICLE MOVEMENT</p> <p>Traffic Accident Injury; damage to vehicles; trauma to staff; delay in timings /blockage of migration site. Strains, broken limbs, head injury.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>External and internal TM plan drafted and operated by UK Live following consultation with Highways authority) and Police. Drivers to report to Lets Rock Bristol Management before any maneuvers on site.</p> <p>Vehicles only to move within agreed designated areas.</p> <p>The event area is to be closed to general traffic.</p> <p>Reversing on site is only permitted with a banks man to supervise safe movement.</p> <p>Vehicles to observe a safe site speed limit of walking pace.</p> <p>Banks man, drivers and workers to wear high visibility clothing whilst working near any vehicle road.</p>	4	2	8	<p>Radio network in place to enable management and coordination.</p> <p>Pedestrian main access away from car parks.</p> <p>Additional LX in car parks.</p> <p>Additional stewarding in car parks.</p>	<p>Note- RA based on closure of roads to general and car park traffic. If not implemented will need revision.</p>

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			S	x	L = R		S	x	L = R		

					48	<p>Production Management to maintain and issue high visibility clothing (jackets not waist coats) for all personnel working with or near vehicles movements.</p> <p>No one to travel on the outside of a vehicle where there is a risk of falling off.</p> <p>No vehicles to move on site whilst the site is open to the public unless this deemed essential by the Event Management in which case the movement MUST be supervised and monitored by stewards during the entire movement.</p>			24		
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11. ALL AREAS	<p>WORKING AT HEIGHT</p> <p>Falls from height can cause sprains, strains.</p> <p>More serious falls may lead to limb fracture, head injury or death.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	6	48	<p>All contractor method statements / Risk Assessments and Safety Policies to be kept in site office.</p> <p>Such policies must demonstrate an understanding of Working at height regulations.</p> <p>Contractor must demonstrate by method statement and specific risk assessment that they have:</p> <ul style="list-style-type: none"> Selected the correct equipment for the task; 	6	4	24	<p>Visual monitoring will take place by ESC.</p> <p>Clear working areas shall be established on stage areas etc. when working at height is being carried out</p>	
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Subject Area	Hazards and Effect	To Whom	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R	Existing Control Measures	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R	Action Required Where Risks are Not Adequately Controlled	Other Comments
				<ul style="list-style-type: none"> ▪ That the fall prevention/fall arrest system is appropriate to the task; ▪ That adverse events have been identified; ▪ Rescue procedures are in place; ▪ That persons on site are trained and able to implement such systems. <p>Site Management must be made aware of schedule for working at height.</p> <p>Where ladders are going to be used then they should be positioned in a secure manner.</p> <p>Where A frame ladders are used they are to be erected in accordance with the manufacturer's information sheet.</p> <p>Person standing on ladders at height must not lean over to such a distance that causes unsteadiness of the person or the ladder.</p> <p>All ladders in use must be footed by a member of staff.</p>			

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			S	x	L = R		S	x	L = R		
12. Separated parties, Missing Vulnerable Persons	The separation of a person, usually a minor can cause significant and disproportionate allocation of resources from management and local teams.	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public In Area	2	6	12	Missing persons on the site are primarily a Lets Rock Bristol issue and should be actioned in line with standard operating procedures in place to deal with this. Staff not to escort any found vulnerable person alone but to do so in pairs with female lead if possible. ID and age check at ticket exchange, persons under 18 issued different wristband. Person under 14 will not be admitted to the event (this is advertised as part of the conditions.)	2	2	4	Escalation to Police in line with identified operating policies.	
13. Lack Of Awareness Of Event	Confusion as to roles and responsibilities; lack of awareness to create plan; lack of sales.	Customers of other businesses in the area Personnel from business in area Other Members of Public In Area	2	6	12	Identified Planning Process. Coverage in national media. Coverage in Local media Leaflets. Event and ESC to produce final briefing 08.00 25 th May 2018.	2	2	4	Final event plan to be circulated as final on 26 th May. ONLY FINAL COPIES TO BE USED. Event Log with images to be maintained where possible. Meetings to be held throughout event.	

Subject Area	Hazards and Effect	To Whom	Severity (S) x Likelihood (L) = Primary Risk (R)			Existing Control Measures	Severity (S) x Likelihood (L) = Primary Risk (R)			Action Required Where Risks are Not Adequately Controlled	Other Comments
			S	x	L = R		S	x	L = R		
14. Contractor Competency	<p>Noting general risk 1-11 also apply.</p> <p>Any range of injury depending on the nature of the contractor role.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>Event specific risk assessments to be provided by all contractors, minimum standard must be compliant with this RA, Lets Rock Bristol RAM and ESP.</p> <p>All contractors to be procured by Lets Rock Bristol and provide copies of current H&S Policies; insurances.</p> <p>Contact details of personnel on site to be provided to site management.</p> <p>All Staff to wear high visibility clothing when on site during construction and deconstruction.</p> <p>Lets Rock Bristol Management team supervision with ESC</p>	4	2	8	<p>All contractors to receive induction on arrival onto site.</p> <p>All contractor management to be provided ESP copy and risk assessment before arrival on site.</p>	
15. Erection & Breakdown of Structures	<p>Noting general risk 1-11 also apply</p> <p>Falling materials – impact injuries.</p> <p>Vehicle movement – impact with persons or structure.</p> <p>Unstable part completed structures – collapse.</p> <p>Fall from height during construction impact injuries.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>All structures to be erected by approved contractors who have been vetted in advance by Lets Rock Bristol Event Manager and/or the Event Safety Officer.</p> <p>The safety of the contractor's employees is the responsibility of the contractor. The Event Safety Officer or Lets Rock Bristol Event Manager in the ESC's absence should, however intervene if unsafe working practices are observed.</p>	8	2	16	<p>Re testing and assessment of training of staff by UK Live in use.</p>	

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						<p>Areas where erection taking place should be "off limits" to others not taking part.</p> <p>Such working areas should be barriered and/or stewarded.</p> <p>PPE should be worn where necessary.</p> <p>Method Statements and/or Risk Assessments to be provided where appropriate. Erection sequence to minimise risk of collapse.</p> <p>Plant used to be suitable for the task in hand and operated by competent persons.</p> <p>Working at height issues to be addressed in method statements and risk assessments.</p>					
16. Rigging	<p>Noting general risk 1-11 also apply</p> <p>Structure collapses due to overweight.</p> <p>Overloading rigging equipment resulting in collapse.</p> <p>Falls from height-impact injury</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	10	4	40	<p>Rigging should only be undertaken by competent persons/ company.</p> <p>Maximum safe working loads must be established and adhered to.</p> <p>Rigging point, equipment and roof area must not be overloaded at any point.</p>	10	2	20	Testing and training of system in place prior to use.	

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				<p>All rigging equipment must be suitable and sufficient for use.</p> <p>All rigging equipment must not be overloaded and checked prior to being used.</p> <p>Maximum loads of rigging equipment must be established and not exceeded.</p> <p>All bridals hung using correct angles and not exceeding safety angle.</p> <p>All rigging equipment and hanging points must be suitably maintained and checked before being used.</p> <p>All electrical motors must be in compliance with current legislation, guidance and good practice.</p> <p>All equipment being hung must be attached to a secondary safety fitting. The secondary safety fitting must be fit for purpose and be able to take the emergency load applied to it.</p> <p>All lighting and PA must be suspended in such a way as not to overload truss, rigging point and/or rigging equipment.</p> <p>Safe working loads must be established and adhered to.</p>			

Subject Area	Hazards and Effect	To Whom	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R		Existing Control Measures	Severity (S) x Likelihood (L) = Primary Risk (R) S x L = R		Action Required Where Risks are Not Adequately Controlled	Other Comments
					<p>All cables leading to equipment must be placed in a secure manner to prevent it falling onto person below.</p> <p>All equipment being suspended must be fixed using suitable attachments.</p> <p>Working at height should only take place if necessary and if it has been assessed. If working at height then where possible a scaffold tower/ Mobile Elevated Work Platform (MEWP) must be used.</p> <p>Scaffold towers must only be constructed by competent persons.</p> <p>MEWP must only be used by competent trained persons. Evidence of competency and training must be provided to the Festival Event Manager / ESC prior to being used.</p> <p>Only competent riggers are to undertaking climbing activity.</p> <p>All persons climbing as part of the rigging activity must wear harnesses and suitable hard hats and use climb harness and double clip system.</p> <p>All persons climbing must be attached to a suitable point before undertaking any work activity and whilst climbing.</p>				

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						All tools carried by rigger must be fastened to a suitable point on the structure or the rigger. The area under where the rigging activity is taking place must be kept clear. Where necessary the area under the rigger must be monitored by a person.					
17. Storage Of Materials	Again the nature of the hazard is covered in risks 1-11; and will depend on the nature of the substances store	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public In Area	6	4	24	Safe storage locations to be identified in advance by site management. Storage locations to be fenced or secured from public and when in use security is to be in place. Material with special hazards to be stored in separate containers with appropriate control measures following individual risk assessment. Care in stacking material is required. Flammable materials may not be mixed in storage and 3m separation is required. Labelling of material required.	4	2	8	Map of items stored to be in Event Control, with identification of hazardous material. Likely material is LPG.	

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			S	x	L = R		S	x	L = R		
18. Lighting Levels	<p>Noting general risk 1-11 also apply</p> <p>Poor lighting may contribute to slips, trips and falls at night, but also has impact on migration, personal security and integrity of the event.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	6	4	24	<p>There is a good level of general street lighting in the area.</p> <p>Portable lighting rigs and portable generators will be provided as necessary across the site during construction and deconstruction and for the event.</p> <p>Construction area need additional lighting for load in if overnight,</p> <p>Such system to be installed by identified service personnel competent in use of towers.</p>	4	2	8	Torches for night security staff as necessary.	
19. Unauthorised Access	<p>Noting general risk 1-11 also apply</p> <p>Trespass to structures leading to fall from.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	6	4	24	<p>Passes to be issued to all working personnel.</p> <p>Staff working in premises managed / operated by other companies will adhere to their safety and operational policies.</p> <p>Control of site handed to Security once Event Management leave site.</p> <p>Fencing / barriers to be used to identify site.</p> <p>Fencing / barriers to be used internally to isolate sterile areas.</p> <p>Site lights will be installed and lit prior to dusk.</p> <p>SIA staff to implement event pass system.</p>	2	4	8		

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			S	x	L = R		S	x	L = R		
20. Lifting Equipment	<p>Noting general risk 1-11 also apply</p> <p>The failure of lifting equipment may cause entrapment; it may cause hand injuries, with further potential for manual handling incidents</p>	Staff & contractors working event	8	4	32	<p>Only qualified personnel to use lifting equipment.</p> <p>Evidence of competence in the form of appropriate certification must be provided to site management.</p> <p>Equipment to be used in line with its operating manual.</p> <p>All work using fork lift telehandlers to be identified to site management prior to commencement.</p> <p>All operators to be competent and carry with them current certification to that effect.</p> <p>Plant to operate with banks men as appropriate.</p> <p>Plant must have audible warning when reversing and flashing lights.</p>	4	4	16	<p>Specialist Production Event manager engaged.</p> <p>Continual monitoring of operations required.</p> <p>Persons using equipment without authorisation and certification will be removed from site.</p>	
21. Manual Handling	<p>Noting general risk 1-11 also apply</p> <p>Back injury, sprains, strains may be caused by over exertion.</p> <p>If dropped, items could cause fracture or multiple injuries.</p>	Staff & contractors	6	6	36	<p>Specialist stage crew to be used to support volunteer staff. Volunteer staff to be trained on site.</p> <p>Specialist staff to monitor operations.</p> <p>Manual handling procedures to be implemented</p> <ul style="list-style-type: none"> ▪ Task ▪ Individual ▪ Load ▪ Environment 	4	4	16		

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			S	L		S	L		

					32	Must be assessed for each lift. All manual handling of equipment will be undertaken by recognised site crew trained in manual handling methods.				
22. Removal Of Refuse	<p>Noting general risk 1-11 also apply</p> <p>There is a risk to removal from sharps and waste material that is covered by operators risk assessment.</p> <p>Major risk is fire, with residual risk of disease</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>Ensure appropriate staff on duty post event.</p> <p>All contractors on site responsible for maintaining tidy and safe working areas using waste bins provided.</p> <p>Implementation of agreed clean-up plan prior to and immediately after event.</p> <p>Additional facilities for waste disposal to be provided.</p> <p>Lets Rock Bristol has a waste management team on site specifically to deal with contingencies that may arise.</p> <p>Persons engaged in litter picking will be provided with suitable tools and trained in their operation.</p> <p>Full cleansing plan to be in place to ensure:</p> <ul style="list-style-type: none"> ▪ Site cleaned during construction ▪ Site clear prior to public arrival 	4	2	8	

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					48	<ul style="list-style-type: none"> Cleansing operations continue so far as is safe to do so during event Site cleansed ready for reopening Reinstatement of ground through landowner.			2		
23. Use Of Plant	Noting general risk 1-11 also apply Traffic Accident Injury, damage to vehicles, trauma to staff; delay in timings /blockage of migration site. Strains, broken limbs, head injury.	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public In Area	8	6	48	Only qualified staff to use plant /equipment. Certificates tickets to be provided prior to use. Each user to check vehicle prior to use. General risks and controls around vehicle movement apply. No movement of such vehicles when site open to public without specific and individual clearance from Control.	8	2	16		
24. Drinking Water Hazards	Disease from poorly treated or incorrectly stored water	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public In Area	8	4	32	Bars on site give public ready access to free potable water from mains supply. Bottled water is available for purchase through the site. Provision of drinking water from Wicked Water.	2	1	2	LA will test and approve	

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			S	x	L = R		S	x	L = R		
<p>25. Inclement Weather Lightning High Wind Sun Rain ("The Great British Summer")</p>	<p>Noting general risk 1-11 also apply</p> <p>This covers heat stroke, sunburn, exhaustion, dehydration. Also flooding, hypothermia, mud, exposure.</p> <p>Wind may also cause structural instability and make working at height or even general work unsafe.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p> <p>Other Members of Public In Area</p>	8	4	32	<p>Weather action plan included.</p> <p>Weather forecasts to be updated daily from 11th May (Met Office & XC Weather)</p> <p>Attendance may be reduced if the weather is poor.</p> <p>Notification using media of need for proper clothing and footwear.</p> <p>A review of the event may need to be made in the case of weather conditions that constitute a severe risk to H&S of those on site in whatever capacity.</p> <p>Provision to close the site or part of it set out in contingency plans.</p> <p>PPE & Sun block to be made available if necessary to working personnel.</p> <p>Regular updating / passing of information between sector managers.</p>	6	2	12	<p>Securing of fixings to be reviewed in event of forecast high winds in focusing on gates and branding</p>	
<p>26. Unauthorised Climbing On Structures</p>	<p>Noting general risk 1-11 also apply.</p> <p>Falls from height can cause sprains, strains.</p> <p>More serious falls may lead to limb fracture, head injury or death</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p> <p>Personnel from business in area</p>	8	4	32	<p>Such structure should be isolated where possible from public</p> <p>Stewards to monitor and request compliance</p> <p>SIA Security to remove people who are not compliant and present a hazard to themselves or others through climbing.</p>	4	2	8		

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		Other Members of Public In Area			24			8			
27. Lone Working	Staff and volunteers become vulnerable in dealing with persons and situations	Staff & contractors working event Other Members of Public In Area	6	4	24	Staff not to be allowed to work as lone workers without specific risk assessment. Team Leaders to re-assess post priority when this occurs (e.g. when another team member has been taken ill whilst on shift) Priority posts have been identified within the staffing schedules.	4	2	8	If lone working is essential, radio communication must be issued.	
28. Queue Management	Verbal Confrontation	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public In Area	4	6	24	Use of specialist experienced staff. Monitoring of queues. PA to give live information. New entrance designed.	4	4	16	Event Control should monitor and deploy resources and support as necessary. Trained SIA security staff experienced available as response team. Loading of staffing at gates during entry periods.	

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			S	x	L = R		S	x	L = R		
29. Personal Protective Equipment	<p>Noting general risk 1-11 also apply</p> <p>Head injury foot injury Crushing</p> <p>Vehicle strike Fall from height</p>	<p>Staff & contractors working event</p> <p>Personnel from business in area</p>	6	4	24	<p>Whilst it is noted that PPE is a residual control measure each contractor has responsibility to ensure provision and use by their staff and contractors.</p> <p>Supervision from EMT over contractors.</p> <p>Persons without appropriate PPE are excluded from the work area until activity is concluded.</p>	4	2	8		
30. Slips Trip And Fall In Production/ Backstage Areas	<p>Noting general risk 1-11 also apply</p> <p>Staff and visitors may be injured if they trip over objects or slip on spillages</p>	<p>Staff & contractors working event</p> <p>Personnel from business in area</p>	6	4	24	<p>General good housekeeping and regular floor checks by stage managers.</p> <p>Lets Rock Bristol have full maintenance and cleansing programme.</p> <p>No trailing leads or cables. Deliveries stored promptly. Work areas kept clear.</p> <p>Advice to staff regarding proper waste disposal.</p> <p>Waste management controls in place to ensure prompt waste removal.</p>	4	2	8		
31. Dehydration/ Heat Stroke	<p>Staff and volunteers collapsing. Outdoor workers are the groups at greatest risk for heat stroke.</p>	<p>Ticket Holders</p> <p>Staff & contractors working event</p>	8	4	32	<p>Water distribution at the start of each shift for all staff.</p> <p>Additional water available for distribution.</p>	2	4	8	<p>Monitoring of weather forecast for high temperatures.</p>	

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		Personnel from business in area Other Members of Public In Area			Shelter/shade available for rest breaks. All staff advised to wear sun screen All supervisors to make regular checks on staff in regard to wellness and report back to Event Control Hats should be worn during daytime when appropriate Medical Cover on site.				
32. Catering Units	Noting risks 1-11 above concession units present localised risks Food hygiene breaches may lead to food poisoning Fire at concession	Ticket Holders Staff & contractors working event Personnel from business in area Other Members of Public In Area			All units to be aligned to not obstruct crowd flows. Stall and unit sites to be allocated in advance on to plan overlay showing detail of unit dimensions and of vendors. Unauthorised vendors not permitted to set up on site and to be removed from site in liaison with relevant authorities. Units to be grouped and where necessary fences to be installed between and at rear to prevent unauthorised public access. A minimum number of shared generators to be used to connect units and lighting.				

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				<p>No petrol generators to be used.</p> <p>Generators to be located in secure areas away from public with minimum number of cable runs to be used.</p> <p>Where possible, these not to be in public areas. If in public areas, cables are to be dug into the ground or flown at high levels. Acceptable cable covers in high visibility colours can be used.</p> <p>LPG to be limited to a maximum of one cylinder spare for each one in use at each unit. Unless this quantity is deemed to be in excess.</p> <p>Vehicles and units to be checked on a regular basis for compliance.</p> <p>Unit operators to submit certification in advance that gas installation has been installed and checked within the last twelve months by a "Gas Safety Register" approved contractor. Details to be vetted in advance of siting by Lets Rock and information made available to Local Authority Environmental Health Officers upon request.</p> <p>Competence/training of staff in the use/changing of LPG to be vetted.</p>			

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					<p>LPG storage facility to be established remote from main event infrastructure at an agreed location. LPG to be stored in suitable cages where appropriate.</p> <p>Hoses and connections to comply with current legislation and be in good condition. Any defective equipment to be taken out of use. Jubilee clips not to be used for connecting hose onto LPG bottle. Gas crimps to be used. .</p> <p>LPG containers at site to be secured and located away from public access to prevent tampering.</p> <p>Local Environmental Health Officers to be advised of event and provide attendance as required.</p> <p>Fresh water supply on site is available for caterers.</p> <p>Basic Food Hygiene Certificates to be displayed.</p> <p>Suitable storage facilities for chilled and frozen goods to be used.</p> <p>Food preparation areas to ensure adherence to good practice.</p> <p>Adequate washing facilities for all kitchen equipment to be provided by each caterer.</p>				