



**Tangerine Events LTD
Risk Assessment**

Date:

Event:

Venue:

Safety Officer:

Terms used -Terms of reference are as in HSE Guidance 'The Event Safety Guide' (HSG 195)

<p><u>Hazard:</u></p> <p><u>Risk:</u></p> <p><u>Worst Case Severity</u></p> <p><u>Group Affected:</u></p> <p><u>Likelihood without Control:</u></p> <p><u>Control Measures:</u></p> <p><u>Likelihood with Control</u></p>	<p>The potential for something to cause harm.</p> <p>Is the likelihood that harm will</p> <p>Fatal, Major, Minor, No Injury, Damage</p> <p>(A) Staff/Crew/Contractors (B) Members of the Public (C)</p> <p>Artists/Performers</p> <p>Likely, Probable, Possible, Remote, Improbable</p> <p>Measures taken to eradicate or minimise the risk</p> <p>Likely, Probable, Possible, Remote, Improbable</p>
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RISK ASSESSMENT

HAZARD / RISK	Worst Case Severity	Groups Affected	Likelihood without Control	Control Measures	Likelihood after Control
<u>Vehicles operating on site</u> (including site build and load out) – risk collision & injury to persons	Fatal, Damage	A,B,C	Likely	<ol style="list-style-type: none"> 1. Staff and site/crew management should be active in overseeing and enforcing this policy to reduce risk of injury to all 2. Minimise traffic to <i>essential</i> traffic only as decided by the event Management Team and controlled by Site Manager. 3. All traffic shall observe site speed restrictions of 10 mph or less and use hazards. 4. All vehicles working on site during public hours to be accompanied by a banksman to help the vehicle driver be aware of public movement nearby. 5. Whenever possible, traffic to use Service Road 	Improbable
<u>Loading equipment in and out of venue:</u> Blocking up entrances, fire exits, corridors and hall ways – Risk Trapping people in the event of a fire, Injury, burns and death	Fatal	A,B,C	Probable	<ol style="list-style-type: none"> 1. All cases shall be kept clear from any exits, corridors & entrances at all times 	Remote
<u>Lifting & manual handling while loading & unloading equipment</u> – risk of strains, sprains, crushing and other related injuries, damage to infrastructure	Major, Damage	A	Likely	<ol style="list-style-type: none"> 1. All staff to be reminded of proper manual handling techniques 2. Contractors involved with manual handling to verify and demonstrate their training in manual handling according to the “Manual Handling Operations Regulations 2002” 	Improbable
<u>Collapse of temporary structures;</u> – risk of injury or death, risk of damage to infrastructure	Fatal, Damage	A,B,C	Possible	<ol style="list-style-type: none"> 1. Always conform to current regulations regarding loading and structural integrity. 2. All structures are to be erected by competent persons. Contractors willing to sign a “Structural Sign Off Sheet” on completion. 	Improbable

<p><u>Installation of lighting, sound and other technical systems</u> – risk of working at heights, Manual handling, injury or damage to technical equipment</p>	<p>Fatal, Damage</p>	<p>A</p>	<p>Probable</p>	<ol style="list-style-type: none"> 1. All work requiring aerial rigging to be notified to the Event Management Team in advance. Riggers to sign “Rigging Sign-off Sheet” 2. All work at height will be undertaken by experienced crew only, working to the guidelines “The Work at Heights Regulations 2005” 3. Any PPE required by the above regulations will be provided and maintained by the contractor undertaking the task and in accordance to the “PPE Regulations 2002” 4. All contractors to submit their own job specific risk assessment and method statement and verification that their equipment is in sound working order 	<p>Improbable</p>
<p><u>Setting up sound and lighting at ground level:</u> - Risk manual handling, strains, sprains, crushing and other related injuries, damage to infrastructure</p>	<p>Major, Damage</p>	<p>A</p>	<p>Likely</p>	<ol style="list-style-type: none"> 1. All setting up or de-rigging equipment must be undertaken by experienced crew only working to the guidelines “Manual Handling Operations Regulations 2002 	<p>Improbable</p>
<p><u>Setting up stage and truss structures:</u> Risk manual handling, strains, sprains, crushing and other related injuries, damage to infrastructure</p>	<p>fatal Damage</p>	<p>A</p>	<p>Likely</p>	<ol style="list-style-type: none"> 1. All setting up or de-rigging equipment must be undertaken by experienced crew only working to the guidelines “Manual Handling Operations Regulations 2002 2. All Structures to be signed off safe and in working order by the dedicated health and safety officer and or structural engineer, before use of any structure by staff or the public. 	
<p><u>Fire from fabrics/plastics used in structures I.E backdrops</u> – risk of chemically poisonous smoke</p>	<p>Fatal, Damage</p>	<p>A,B,C</p>	<p>remote</p>	<ol style="list-style-type: none"> 1. Event Management Team to ensure all backdrop materials are flame retardant and unlikely to smoulder 2. Have an adequate Fire Risk Assessment in place 	<p>Improbable</p>
<p><u>Tripping & falling;</u> Cables /– risk of injury</p>	<p>Major</p>	<p>A,B,C</p>	<p>Probable</p>	<ol style="list-style-type: none"> 1. All cables installed shall be covered by purpose built cable runs, be ‘flown’ securely at sufficient height if over the heads of patrons, dug in or 	<p>Remote</p>

				<p>positioned away from areas of footfall.</p> <p>2. Staff made aware of any specific hazards via signs complying with the Health and Safety (Safety Signs and Signals) Regulation 1996</p> <p>3. Site to be monitored regularly and any trip hazards spotted to be dealt with instantly.</p>	
Electrical Installation – risk of electrical shock, burn or death	Fatal	A,B,C	Probable	<p>1. No liquids allowed near electrical equipment e.g. on stage</p> <p>2. Any portable electric devices used by crew, staff, or concessions to be certified safe with a current PAT test certificate.</p>	Improbable