

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Cancellation of entertainment</b>	<b>Ref: B14</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Unlikely</b>

<b>Potential Outcome</b>	<b>Major Injury</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	---------------------	----------------------------	---------------

**Methods to Control the Risks**

The Organiser shall maintain contact with Artistes and Agents to ensure that any potential cancellation is identified as early as possible, allowing for alternative acts or artistes to be engaged or re-deployed from the existing roster. Acts and running times may be re-scheduling if necessary.

If a performance venue becomes unavailable for technical reasons, The Organiser shall make every reasonable effort to carry out remedial works. A range of equipment and competent personnel are readily available on site, including both employees and contractors.

As part of the existing communication plan, The Organiser has several channels available through which the public can be advised of changes to programme or cancellation. In the instance of headliner cancellation or the non-availability of a significant performance arena, The Organiser shall seek to advise the public as rapidly as possible and explain clearly what alternative entertainment is available.

**Other Action / Comments**

Active control measures shall be implemented to prevent overcrowding at alternative venues and entertainment areas, this may include additional stewards, security personnel and barriers.

All communication media on site, including PA announcements, screens, social media, website and Event Apps will be used to keep the public informed and advise of alternative entertainment. Depending on the time and nature of the cancellation, it may also be required activate external communication to prevent additional public attending to see an act that is no longer playing - both local and national media channels may be engaged. This is especially important in the build-up period to the event and immediately after gate opening times.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Unauthorised access</b>	<b>Ref: B15</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Unlikely</b>

<b>Potential Outcome</b>	<b>Fatality</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------	----------------------------	---------------

#### Methods to Control the Risks

A secure perimeter fence will be established as the event construction period commences to deter and prevent unauthorised access. Once the public are onsite this perimeter will be under constant surveillance by mobile patrols and static guards with communications to summon additional support if necessary.

The event is advertised and marketed as requiring a ticket for entry in an effort to dissuade the public from attending without a ticket. Tickets will be produced with a range of security features to prevent counterfeiting. Crew and traders will only gain access by means of event-specific wristbands or passes, which also contain security features.

General arrangements to prevent overcrowding in specific areas of the site (venues, specific spaces or their approaches) include the ability to divert crowd flows and temporary closure of some areas if necessary. Locations of the turn away points are designed to avoid bi-directional for multi-directional flow in areas of high crowd-density

Should unauthorised patrons scale the fence and sustain injuries jumping into the site, then the internal perimeter staff and response vehicles that patrol the perimeter will rapidly identify them. In the event of injury such patrols can direct medical resources to the site of the incident.

Should large numbers of casualties be presented, the Security Co-ordinator Security Co-ordinator Festival Festival Director or deputies may consider deploying medical resources to the fence sector where injury is occurring, although efforts will be principally concentrated on preventing unauthorised ingress in the first instance.

Monitoring by Security Co-ordinator Security Co-ordinator, Event Safety Co-ordinator and medical co-ordinator of control procedures and accidents will also take place with corrective action as necessary.

#### Other Action / Comments

Public and crew access points will be staffed by stewards, supported by professional security staff. Copies of all relevant passes and a detailed briefing on access arrangements will be provided before public access commences.

A Gate Manager will be appointed to oversee arrangements at public access points and they shall monitor the security screening and ticket exchange process.

Any counterfeit tickets or wristbands seized shall be brought to the attention of the Event Manager immediately

<b>Effectiveness of Controls:</b>	<b>5</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Inadequate provision for people with disability</b>	<b>Ref: B16</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Moderate</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Moderate harm</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	----------------------	----------------------------	---------------

**Methods to Control the Risks**

All event spaces are designed to be accessible by all visitors as far as is practical. Accessible sanitary facilities shall be made available in all areas of the site.

Primary performance areas are provided with disabled viewing platforms that are secured for use by disabled persons.

The Site Manager and Event Safety Co-ordinator shall conduct a general survey of site to ensure that it is in a suitable condition to provide reasonable access to patrons with mobility impairment.

The Organiser have consulted extensively with an independent organisation (Attitude Is Everything) to identify facilities and services that may reasonably be expected by disabled patrons.

**Other Action / Comments**

Weather conditions are not always favourable to vision and mobility impaired visitors but efforts to maintain ground conditions are possible through the deployment of temporary pathways in key areas. Coordinate disabled access facilities to ensure that they can be found easily. E.g. by providing map of disabled toilets across the site, information on performances that maybe signed (BSL), location of venues with induction loops, location of welfare facilities, location of wheelchair recharging points etc.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Loss of property</b>	<b>Ref: B17</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Moderate</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Moderate harm</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	----------------------	----------------------------	---------------

**Methods to Control the Risks**

Patrons will be advised in advance through website, App and other channels to avoid bringing unnecessary valuables to the event, and to keep those that they have, in a safe manner. For events where the public are attending for multiple days Property Lock-ups will be available to allow people to store valuable goods and documents.

Welfare facilities are available to visitors who may have suffered loss of possessions. This may include temporary accommodation, blankets or sleeping bags, hot drinks, medical assistance, access to communications and general counselling support if available.

A mechanism will be established for found property to be received by staff members and passed onto Welfare or Property teams (depending on the event), and be logged in a database to facilitate reuniting with owners as soon as practicable.

Uniformed and covert security teams are deployed throughout the event site to act as a deterrent to criminal behaviour and to identify any suspicious persons or activity.

The event makes preparation for extremes of weather and resources shall be made available to assist vulnerable persons who may have suffered loss through flooding etc.

**Other Action / Comments**

The Organiser shall ensure than an effective online reporting mechanism is available.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Crime and general public safety</b>	<b>Ref: B18</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Serious harm</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	---------------------	----------------------------	-------------

#### **Methods to Control the Risks**

The Event has developed a comprehensive public safety and crime prevention strategy in conjunction with the local police. This is detailed in the EMP.

Considerable advance information is sent to the public regarding strategies to avoid becoming victims of crime (including not bringing high value items to site). Public access to secure storage facilities will be provided at Property Lock-ups.

Advice on avoiding assault or unwanted sexual contact is included in information made available to patrons.

The site is illuminated to far as is practicable to eliminate dark areas where assaults or thefts may take place, CCTV and security patrols, both covert and overt operate throughout the event period.

Close liaison with police means intelligence on offenders or patterns of behaviour can quickly be shared to enable targeting of resources.

A system of secure fencing, access control, and tamper-proof wristbands mean the likelihood of casual criminals gaining access to the site it minimised.

#### **Other Action / Comments**

The Event Director is to ensure continual liaison with Police is carried out throughout the event period. Security Co-ordinator to deliver preventative and responsive strategies in the event of incident.

The Festival Director or deputies to obtain regular updates from Police, Welfare, Stewards and any other agencies which may give data on the incidence of crime on site.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Illness arising from pre-existing medical condition</b>	<b>Ref: B19</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Serious harm</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	---------------------	----------------------------	-------------

**Methods to Control the Risks**

Medical facilities on site are comprehensive and configured to deal with wide range of issues to address likely requirements, including the re-dressing of existing wounds. Doctors will be present who are able to prescribe medications and make referrals for onward treatment. Medical staff with knowledge across wide range of disciplines are provided on site.

For events where the public are accommodated onsite, either a separate pharmacy or the medical provision shall supply minor pain relief through to a range of prescription medicines. Integration with the local NHS Ambulance Trust enables rapid transfer of patients for off-site treatment and investigation.

Visitors who are pregnant and close to term will be advised to make contact with the medical team on arrival at the event. Visitors with other medical conditions are similarly advised. Information will be gathered at the scene of all medical incidents to determine whether pre-existing conditions present an exacerbated risk to life and will be prioritised accordingly.

**Other Action / Comments**

The wide range of possible pre-existing conditions cannot be fully assessed but facilities and resources available are sufficient to enable prompt treatment.

<b>Effectiveness of Controls:</b>	<b>5</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>		
<b>Hazard</b>	<b>Assault or threatening behaviour</b>	<b>Ref: B20</b>	
<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>
<b>Potential Outcome</b>	<b>Single Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>

#### Methods to Control the Risks

All areas of the site monitored by a variety of staff including stewards and security personnel, venue managers and other personnel (including teams dedicated to specific areas or zones at relevant events). The event also has teams of covert personnel specifically deployed to identify criminal behaviour and violence

Any instance of assault or threatening behaviour should be reported through to Event Control / JOCC / Security Control for further escalation if necessary. The Organiser reserve the right to evict an person displaying antisocial behaviour or threatening others.

Security staff are trained in peaceful conflict resolution and may be able to diffuse any situation without further action. SIA trained staff are provided in all bars and venues. If incidents are larger in scale (involving more than an individual) then security response teams can be deployed to manage the situation and can be supported by the police.

Where weapons of any sort are involved then the Festival Director shall be advised, staff advised not to become directly involved and efforts made to create an area safe for other event visitors. The police will immediately be informed. This can be achieved by closure of the area at access points and installation of temporary diversions. A network of CCTV enables incidents to be monitored and perpetrators identified. Policy for bar operations is to refuse service to persons obviously intoxicated or displaying aggressive behaviour.

Any patrons fighting, mounting an assault or showing threatening behaviour are likely to be ejected from the Event site.

#### Other Action / Comments

Continuing liaison with Police and security teams to be undertaken through the Event Control / JOCC facility to identify any potential offenders and develop strategies for early and effective intervention to prevent violent incidents.

Wherever practicable, early intervention shall be made to ensure situations do not escalate. This includes close monitoring of public activity, notably of any groups who do not make their way to the entertainment arena. Any eviction shall be monitored to ensure it is conducted fairly and is based on objective evidence rather than hearsay.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Animals brought onto site by event goers</b>	<b>Ref: B21</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Minor</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Moderate harm</b>	<b>Initial Risk Rating</b>	<b>Low</b>
--------------------------	----------------------	----------------------------	------------

**Methods to Control the Risks**

No animals, other than guide/assistant dogs are permitted onto event sites.

All visitors advised at point of purchase and in advance publicity that animals are not permitted.

Vehicles will be subject to searches at entry points for other contraband and it is likely any animals will be discovered at this point. Any persons arriving with animals at gates will be turned away and advised that the animals must be returned to a safe place and not left in cars or other vehicles.

Car park staff are briefed to report any animals left in vehicles to the Event Organiser, and attempts will be made to trace owners made in cooperation with the Police/RSPCA where possible

Any abandoned animals will be placed in the care of the RSPCA or similar care provider

**Other Action / Comments**

t  
In camping locations where livestock may have been present: all livestock shall be removed from the land no less than 21 days before the event commences. A thorough survey of the land shall be carried out to ensure that no livestock remains.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Negligible</b>
-----------------------------------	----------	-----------------------------	-------------------



<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Dangerous and prohibited items</b>	<b>Ref: B22</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Serious Injury</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-----------------------	----------------------------	-------------

**Methods to Control the Risks**

A list of restricted and prohibited items is provided in advance information sent to all ticket holders. Prohibited items include, but are not limited to: drugs, fireworks, laser pointers, glass containers, generators (except built into live-in vehicles), sound systems, weapons, recording equipment, Chinese lanterns, kites, flares and drones. The full list is detailed within the EMP.

Access to the event site is only via designated entry points at which basic searches can be conducted of any patron who is suspected of carrying any contraband items. It may be impractical to carry out searches of all persons' bags entering the site, and any gate searches will be carefully targeted.

Any restricted items will be confiscated by gate security staff. Illegal items will be passed to the police and the owner may be handed over for interview. Any vehicle entering the site may be subject to search.

Stewards and staff will be briefed that if contraband is identified, Event Control / JOCC / Security Control should be advised and security teams sent to investigate. Any significant breaches will result in the patron being evicted/refused entry.

Additional search opportunities (including accreditation checks) exist at events, when patrons are allowed to re-enter entertainment arenas through specific access points.

**Other Action / Comments**

Security, stewarding and CCTV resources patrol the site constantly and are briefed to identify and report any suspicious or contraband items. Trader Managers to monitor sales from all outlets and intervene to prevent sale of restricted items.

The Event Organiser shall maintain close contact with the police, and any specific intelligence will lead to targeted increases in security arrangements, include enhanced search regimes, vehicle search, use of wands etc. In the event of heightened security threat, additional search and accreditation checks can be established at arena entry points or at random locations within the event site.

Any such uplift in provision shall be discussed and agreed with police in advance.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Accident arising from use of fairground and amusements</b>	<b>Ref: B23</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-----------------	----------------------------	-------------

**Methods to Control the Risks**

All fairground rides and amusements will be sourced from suppliers who are able to produce appropriate inspection records under the ADIP scheme. Method statements, risk assessments (and if appropriate rescue plans) along with public liability insurance documents shall be required prior to engagement.

Risk assessments must cover both the build and operational phases including inspection schedules and rescue scenarios.

On site, the positioning of amusement rides shall be agreed with the site manager, with due consideration given to: ground conditions; vehicle and pedestrian access routes; emergency access; safe viewing zones; queue management; secure back-of-house areas and access to facilities such as toilets and waste disposal. The Event Safety Co-ordinator shall conduct a visual inspection of rides and amusements to ensure that safe access and egress is possible for the public - including appropriate step height, the provision of barrier lines, avoidance of trailing cables and so on.

The Event Safety Co-ordinator is not competent to make a detailed assessment of the condition of ride machinery, guarding and so on - other than the basic checks outlined in HSG175 Fairgrounds and amusement parks, guide on safe practice. Any concerns regarding continued safety which cannot be resolved with the operator shall result in the ride being closed.

**Other Action / Comments**

Event may have capacity for high level rescue using MEWP's or similar plant on site. Any such facility shall be placed at the disposal of the Fire Safety Team / Fire and Rescue Service

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Infrastructure and operations</b>		
<b>Hazard</b>	<b>Access to hazardous areas</b>		<b>Ref: B24</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Single Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	------------------------	----------------------------	-------------

**Methods to Control the Risks**

The site has been designed to segregate the public from principal hazards associated with machinery and operations required to produce the event. For the most part separation will be achieved in time i.e. hazardous operations are carried out in advance of public access to the event site. The perimeter fence and security provision is the first element of infrastructure to be installed, which creates a secure working environment for the remainder of the build.

To gain access to the site during construction and dismantling phases, all visitors will be required to report to the Production Office and will undergo a basic safety induction to ensure they are aware of key risks on site and the procedure for dealing with accidents or incidents. During the public phase of the event, the site is segregated by means of fencing and other physical barriers to prevent unauthorised access to sensitive or hazardous areas. A system of secure passes will be implemented to enable security staff to identify those people who are authorised to gain access.

All generators, fuel stores, backstage areas, open water, storage tanks, market back of house areas and so on will be staffed and/or physically isolated to prevent public ingress. Statutory signage will be used to warn of specific hazards. Temporary illumination and, where appropriate CCTV, will be installed to assist in monitoring and managing secure areas.

Safety critical services and infrastructure such as water tanks, reservoirs or any other aspect of public service supply will also be protected and monitored.

**Other Action / Comments**

Event Safety Co-ordinator to monitor site arrangements and ensure that all key managers and other duty-holders have secured potentially hazardous areas and implemented suitable means to monitor and prevent public access.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Infrastructure and operations</b>	
<b>Hazard</b>	<b>Power failure affecting stage operation</b>	<b>Ref: B25</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Unlikely</b>

<b>Potential Outcome</b>	<b>Moderate harm</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	----------------------	----------------------------	---------------

**Methods to Control the Risks**

Loss of power on a live stage may result in damage to equipment, accident on the stage and crowd disruption. Continued and reliable supply is therefore crucial to the safe and smooth operation of the stage.

The power supplies to performance stages are provided by dedicated generator sets, installed and commissioned by the site power contractor. The power requirements of stages are set in advance and a suitable generator and distribution system installed to accommodate the maximum agreed load. No appliances or circuits other than those expressly agreed with the site power contractor should be connected to any stage supply.

For most larger stages a twinset system shall be used, whereby a secondary generator runs and is synchronised with the main set. Any failure of the main set results in an automatic switchover to the backup. This should result in a near seamless transition and no loss of stage services. For critical control and digital systems (lighting, sound, video, & laser controllers) a UPS backup is normally provided by the relevant contractor - this will not normally be provided by the Event or power contractor.

Specialist engineers are on call 24hrs throughout the licence period. Replacement components, distribution and cabling are all held on site and can be rapidly deployed.

Generators, distribution and switchgear are all held in secure areas, thus reducing the possibility of malicious interference. All stages run a test programme in the day(s) leading up to the Event to prove the system and identify any potential faults. Daily refuelling of generators is carried out by the site power provider.

**Other Action / Comments**

Site power contractor to carry out arrangements as noted above and complete electrical sign-off certification. Daily monitoring and inspection of stage installations shall be undertaken by the electrical contractor.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	Infrastructure and operations	
<b>Hazard</b>	Incident requiring urgent show stop	<b>Ref: B26</b>

<b>People at Risk</b>	All	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	Multiple Fatality	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-------------------	----------------------------	-------------

**Methods to Control the Risks**

A show-stop procedure has been developed which outlines the roles and responsibilities of key staff (Stage Manager, Pit Supervisor, Tour Security, Stage Spotters) to enable a rapid and controlled halt to any performance in the event of accident or serious injury. This is detailed in the Show Stop Procedure appendix within the EMP. The full list of is detailed in the Show Stop Procedure appendix within the EMP

The procedure is circulated to appropriate key managers and Stage Managers prior to the event.

Particular attention is paid to headline acts and those where a boisterous crowd are anticipated - or when the popularity of an act leads to concerns of overcrowding in the immediate vicinity of the stage.

Once a show has been interrupted, it is the default preference that any announcement regarding calming, moving back (or other action the audience should take) is given by the act themselves over the PA system. If for any reason the artiste is unable or unwilling to give such a message a "voice of God" mic shall be immediately available at the monitor console to allow the stage manager or other person designated by the Festival Director or deputies to make the relevant announcement to the audience.

Recommencement of the show shall be at the discretion of the Festival Director or deputies who shall be advised by the Pit Supervisor in the event of an incident in the pit, or the Event Safety Co-ordinator in the event of any other incident affecting public safety in the audience.

In the event of a curtailment or cancellation following a show-stop, the Event Organiser shall initiate a broad public communication plan, including PA, video screens, LED signs and social media to advise the public of what has occurred and the action required of them. This shall be co-ordinated from Event Control/JOCC / Security Control.

**Other Action / Comments**

Communication is required with Tour Managers and Security Supervisors to ensure that straightforward briefings are given to performers and their entourage of what is required in the event of a show-stop being called. It shall be the responsibility of the key manager to ensure that such a discussion takes place before an act commences where there is an increased expectation of crowd numbers or dynamic.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Infrastructure and operations</b>	
<b>Hazard</b>	<b>Disposal of clinical waste</b>	<b>Ref: B27</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Serious Injury</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------------	----------------------------	---------------

**Methods to Control the Risks**

The collection, storage and disposal of clinical waste shall be the responsibility of the site medical contractor.

Sharps bins shall be provided for welfare points and litter/recycling crews to collect any needles found during the Event or clear-up operation. The bins shall be returned to the medical provider for appropriate disposal.

Waste from Medical Centres shall be separated at source and no waste which may pose an infection or contamination risk shall be placed in the normal Event litter and recycling channels.

The litter and waste contractor shall ensure that they have appropriate procedures for handling any potentially hazardous waste (including sharps) that their staff may encounter whilst conducting normal cleansing activities.

**Other Action / Comments**

Prior to departure from site, the medical provider to confirm to Event Safety Co-ordinator that all medical waste has been disposed of appropriately and that all sharps bins have been collected from all locations around site. All cleaning staff will be briefed on the risks of how to safely dispose of sharps.

<b>Effectiveness of Controls:</b>	<b>5</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Infrastructure and operations</b>	
<b>Hazard</b>	<b>Hazards arising from operations or incidents on land adjacent to the event site</b>	<b>Ref: B28</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Fatality</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------	----------------------------	---------------

**Methods to Control the Risks**

The Event will seek to minimise any adverse impact from its operations on neighbouring properties and businesses. The Festival Director or deputies shall also aim to ensure that any activities on adjacent premises do not adversely affect the Event or the safety of its staff and customers. This requires understanding and co-operation with local stakeholders and advance communication to ensure that legal obligations for co-ordination are properly discharged.

Particular attention shall be paid to access and egress arrangements and emergency procedures (for both parties) which may affect the other. Lines of communication shall be established to ensure rapid and effective communication between the Event operational management and those in control of the neighbouring premises.

The Event Organiser shall discuss potentially adverse impacts of their mutual operations and activities. Where there is significant public risk a special assessment shall be carried out and suitable protocols agreed.

Where a significant risk is presented to anyone on the Event site from the neighbouring activity or incident, the Festival Director or deputies shall seek the assistance of the local authority and emergency services to determine the most appropriate means of protecting public welfare without undue impact on Event operations.

The Event provides a physical space and communications infrastructure to enable immediate consultation with a range of statutory agencies.

**Other Action / Comments**

This assessment is somewhat theoretical in that it deals with currently unknown risks and activities. However, the ability of the Event Organiser's structure to respond and initiate contingency measures demonstrates that even significant local disruption and incidents can be rapidly accommodated.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Infrastructure and operations</b>	
<b>Hazard</b>	<b>Food poisoning</b>	<b>Ref: B29</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-----------------	----------------------------	-------------

**Methods to Control the Risks**

All food outlets and catering operations are subject to scrutiny at tendering, set-up and during the active phases of the event. Every trader must provide evidence of registration as a food business with their relevant local authority, a written Risk Assessments regarding food sourcing, handling, preparation and storage. Evidence of relevant training and competence is also required to be supplied to the concession manager

Written information regarding acceptable standards of safety, hygiene and general site practice will be sent to all food traders.

An inspection shall be carried out of all food outlets by the relevant local authority and/or event environmental health. Particular attention shall be given to the provision of suitable raw/cooked separation, storage conditions, flooring and hand washing facilities.

Spot sampling of hygiene and general good practice shall continue throughout the course of the event.

The Event provides potable water and waste collection services (except the collection and disposal of waste cooking oil) in the immediate vicinity of each trader.

**Other Action / Comments**

Medical services are briefed to identify any potential cases of food poisoning and to establish whether any pattern of consumption/areas visited exists between individuals. Any vendor found to be selling food which poses a risk, or preparing/storing food in inadequate conditions will be required to close the operation until suitable remedial measures are implemented and local authority representative is content for the trader to recommence business.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------



<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Road traffic accident on surrounding highways</b>	<b>Ref: B30</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Multiple Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	--------------------------	----------------------------	-------------

### Methods to Control the Risks

A comprehensive traffic management plan is produced by the Event and agreed with the Police and Highways department. This is available as a separate document.

The principal objective of the plan is to minimise delay and disruption in getting traffic onto and off site. It also aims to eliminate vehicle access to restricted or unsuitable areas and roads. The traffic management plan includes the provision of advance information to contractors, deliveries and the public as to how to access the site safely and when vehicle routes are available.

Another key aim is to eliminate or minimise the risk arising from the mix of pedestrian and vehicle traffic. Thus all access routes to the Event are either designated as vehicle-only or pedestrian-only gates. The need for public crossing of roads is avoided wherever practicable. Where this cannot be avoided, traffic signals, advance warning signs on the highway, temporary lighting and crossing marshals shall be deployed. The mechanics of any such crossing shall be agreed with the Police and Highways department.

Advisory notices shall be placed on all roads which may be affected by Event traffic in advance of the event. In the lead-up to the event, notices will warn approaching traffic of any reduction in speed limit and the need to pay particular attention to slow moving or turning vehicles.

Communication is made with relevant agencies to gain access to motorway traffic information and access to VMS signage. All vehicle access gates shall be clearly signed and illuminated. Physical means shall be used to prevent vehicle access to pedestrianised routes and gates.

If there is an accident within the car parks then emergency access routes will be maintained on and off site, site traffic stewards will direct internal traffic away from the accident site.

Incidents on roads outside the licensed site fall under the jurisdiction of the police. Where possible the event may offer resources to assist the police and ensure that other road users attending the event can be accommodated by alternative routes

Any staff or contractor carrying out works on or adjacent to a public highway shall wear suitable high visibility clothing to BSEN471, and lone working shall be prohibited.

### Other Action / Comments

Traffic Co-ordinator to maintain consultation with all relevant stakeholders to develop and amend the offsite traffic plan as required.

Traffic Co-ordinator to identify appropriate resources and/or contracts to be placed to ensure that sufficient equipment, materials and personnel are deployed to safely achieve the agreed plan. Contingency stocks and

supplies shall also be maintained should any change to the plan be required.

Relevant monitoring and communications hub to be established at the Event Control / JOCC / Security Control.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Public Welfare and wellbeing</b>	<b>Ref: B31</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Moderate harm</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	----------------------	----------------------------	-------------

#### Methods to Control the Risks

The Event can be an alarmingly large and disorientating place, especially at night if event goers are un-used to crowds or intoxicated.

A large number of stewards and security personnel are provided throughout the event site to identify and assist patrons who may be distressed or disorientated. Staff are trained to provide assurance and useful information, and have a communications system which allows additional resources (such as transport) to be deployed to assist in particularly difficult circumstances.

A Event Welfare facility is provided by an independent specialist contractor to provide a quiet and reassuring space where people requiring help can get assistance from trained staff. It is a condition of contract with the welfare provider that their staff are briefed on handling potentially aggressive patrons, and to avoid personal contact with a person who threatens violence. A security presence shall be maintained in the vicinity of any Welfare facility.

Welfare services will be offered to anyone on site, including those discharged from medical. In most instances pastoral care is sufficient, and many people can be assisted through contact with off-site guardians, organising lifts home and so on.

#### Other Action / Comments

In extreme circumstances, psychiatric and counselling services are available on site, and the Event Organiser will co-operate with all relevant agencies if someone requires sectioning under the Mental Health Act and removal from site.

Logs of all operational activity shall be maintained by the Welfare service provider and the Event Director and deputies shall receive regular updates.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Any medical emergency affecting persons on site (public and staff)</b>	<b>Ref: B32</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Single Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	------------------------	----------------------------	-------------

### Methods to Control the Risks

The event will appoint a specialist medical provider with suitable experience of large scale outdoor events. Medical facilities will be established to enable ready access to treatment onsite.

The provision of medical services will be agreed with the medical provider and the local emergency for the relevant event capacity and duration. The Medical provider shall engage a Medical Co-ordinator to plan an effective level of service and to monitor overall clinical practice.

Alongside a Medical Centre, paramedic and first aid staff will be provided in the principal entertainment areas to allow rapid response to incidents. There will also be a crew at the arena First Aid tent whenever the arena is open. The medical provider shall make arrangements for the supply of suitable patient transport facilities and shall liaise with the local NHS Ambulance Service Trust regarding receiving hospitals, patient transfer protocols and so on.

On arrival at the scene of a medical emergency the medical personnel are trained to assess the treatment of the injured without causing potential harm to uninjured persons in the vicinity. To do this it may be necessary to create a sterile area and/or partial evacuation of the tent or other area. Full liaison between the medical and security personnel will ensure the risk is adequately controlled.

A key objective is to maximise the treatment available on site and to eliminate, where practicable the transfer of patients off-site. This reduces vehicle movements and the impact of the event on the local healthcare economy.

All medical emergencies are overseen by the medical coordinator who liaises with other key staff as appropriate. Biographical information on the competence of the medical co-ordinator and details of the medical facilities and staffing levels are provided as separate documents.

Where appropriate daily meetings will be held with a Medical representative and the Event Safety Coordinator /Licensing Co-ordinator Event Safety Co-ordinator to consider whether presentations show any underlying pattern, which may indicate locations or activities on site which are causing harm, or the presence of any infectious or contagious disease.

### Other Action / Comments

Medical Co-ordinator to verify plans with Ambulance Service, NH Trusts, Public Health England and other stakeholders  
 Medical provider to maintain and supply all relevant patient records. Medical Co-ordinator to ensure that all staff are briefed to remain vigilant to recurrent presentations or patterns of illness which may indicate a failure of event resources or potential epidemic.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------



<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Safe access, circulation and egress for disabled patrons</b>	<b>Ref: B33</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Serious harm</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	---------------------	----------------------------	---------------

#### Methods to Control the Risks

The Event is committed to compliance with the Equality Act, and to ensuring that patrons with mobility or other disability are not put at undue risk during normal or emergency circumstances. So far as is practicable (given that the event is temporary and is held in the countryside). Every disabled person onsite is invited to attend with a carer who can assist them in both getting around the site and exiting in the event of an emergency. Security will also be available to assist in an emergency. In the event of an evacuation, disabled event goers will be assisted in the evacuation by their primary carer or security if required. Disabled event goers and their primary carers are given disabled access wristbands. Disabled event goers must contact The Organiser in advance of the event to organise for a free pass for their primary carer. A reasonable estimate can therefore be made of how many disabled event goers are in attendance and that they have a dedicated carer. In the instance that their carer is temporarily unavailable or unable to help them by themselves, security, stewards and other staff will be briefed in the event of an emergency evacuation, to look out for disabled event goers and offer assistance to help them evacuate the area safely. In the event of an emergency evacuation, stewards and security would be drafted in to assist in the evacuation, the Event therefore has a large resource of people capable of assisting in this instance. The disabled areas of the site such as the disabled platforms in the arena would be swept by security teams and assistance offered if needed. Special viewing platforms are available at the principal entertainment areas with a security and stewarding presence throughout entertainment hours. These stewards are briefed to assist in an evacuation and to call for additional assistance via their handheld radio system if it is required. The Event appoints a co-ordinator to oversee provision of specific facilities and services for patrons with disability. They have regular communication with the disabled event goers, many of whom attend the event regularly. Information is supplied to all disabled event goers on their arrival to the site, including advice on accessing facilities and emergency action.

#### Other Action / Comments

Disability Co-ordinator to monitor and review site provision and liaise with Event Safety Co-ordinators should any specific risks be identified. Feedback from disabled patrons will be actively sought.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Production and Performance</b>	
<b>Hazard</b>	<b>Injury arising from performance</b>	<b>Ref: B34</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Unlikely</b>

<b>Potential Outcome</b>	<b>Serious Injury</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------------	----------------------------	---------------

**Methods to Control the Risks**

Each stage and performance location is subject to inspection and monitoring by the Event Safety Co-ordinator before the Event opens to ensure that any structure or technical installation is safe and fit for purpose.

Stage condition and activities are continually managed by a competent Stage Manager. The stages themselves and technical equipment shall be provided by professional contractors. All stages, marquees and other performance spaces shall be constructed of inherently flame retardant, or durably flame retardant-treated materials.

Performers are responsible for providing their own Risk Assessments for their individual act / performance. It is the responsibility of the performer to manage their behaviour during show.

Any special effects or technical installations which may present a hazard to performers and others (including pyrotechnics, performer flying, compressed gas, laser and smoke effects) shall be subject to full risk assessment by the supplier. Any proposed effect shall be reviewed by the Event Safety Co-ordinator and discussed with the Stage Manager to ensure that all practical aspects of use have been thoroughly analysed and agreed.

The Stage Manager shall ensure that the stage and backstage area remains in a reasonably safe and useable condition.

**Other Action / Comments**

Ongoing monitoring required of stage activity and operations by Stage Manager, assisted by the H&S Co-ordinator.

Daily inspections shall be carried out by the relevant supplier of stage structures and an ongoing process of review shall be conducted by the H&S Co-ordinator.

Where unusual or novel performance activities are proposed, these shall be considered by the Event Safety Co-ordinator and subject to separate Risk Assessment

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Injury or damage arising from vandalism or other public disorder</b>	<b>Ref: B35</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Single fatality</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	------------------------	----------------------------	---------------

**Methods to Control the Risks**

Members of the public are advised in advance that anti-social behaviour will not be tolerated, and disorder or violent behaviour will result in ejection. An overt security presence will be mounted to provide assurance to the public and act to dissuade people from engaging in antisocial behaviour.

CCTV positions and covert security patrols will provide intelligence to the Event Organiser, and may allow the identification and tracking of suspects. Observation towers with spotters shall be positioned throughout the site and around the site perimeter as appropriate. Site lighting will be deployed to eliminate, so far as is practicable areas where people may hide or that may present an opportunity for crime.

Sensitive locations will be secured by means of fencing as well as security personnel. Wherever possible emphasis will be placed on denying the opportunity for crime rather than dealing with its results and apprehending offenders

Security, stewards and Zone Managers will be based in the arena whenever it is open to the public and they will monitor crowd behaviour both overtly and covertly. Fast-response teams will be provided in addition to static and roaming security patrols.

This will be monitored by the Security Co-ordinator and other key staff.

The Event Director will adopt pro-active intelligence-led approach to identify, monitor and if necessary remove those causing or likely to cause damage or offence. This shall include advance liaison with police regarding known criminals, gangs or other information that may assist in developing a suitable security plan

**Other Action / Comments**

On-going monitoring of general site conditions and a review of any incident shall be carried out by the Festival Director or deputies. Liaison will be ongoing with the local police authority.

In the event of a serious incident, the Festival Director or deputies shall facilitate access and support to the police to identify, arrest and deal with offenders. CCTV evidence and other witness statements will be made available.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------



<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Injury from thrown missiles</b>	<b>Ref: B36</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Serious injury</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------------	----------------------------	---------------

**Methods to Control the Risks**

A comprehensive list of contraband items is published in advance of the event, and searches are carried out at the entry to the event. In the instance of where patrons are allowed to re-enter entertainment arenas through specific access points, a further search opportunity will be carried out. No glass is sold onsite and all drinks are decanted at public bars. Terms and conditions of entry are posted at public gates, and on the event website, making it clear that anti-social behaviour, including throwing missiles, will lead to eviction.

Entertainment arenas are searched by Site Crew prior to public admission to ensure that no items which may be used as missiles (including tools and production items) are left in public spaces.

Despite efforts to remove potential missiles from public domains, it is possible that potentially harmful items (such as wellies or shoes) may be thrown. The Event employs professional security services from well established contractors at front-of-stage areas (which are the most likely locations for missiles to be thrown). Each such company shall be responsible for conducting their own Risk Assessments and issuing such briefings and instruction as they deem appropriate.

In the event of any incident, the Festival Director or deputies shall take such measures as are required to identify and eject any person throwing missiles or showing other hazardous behaviour. CCTV recordings may be made to identify offenders.

Sufficient security will be onsite with contingency security staff that can be re-deployed if needed. All SIA security personnel are trained and accredited in conflict resolution and dealing with potentially hostile members of the public. The Security Co-ordinator, Stage Manager and other key staff shall monitor crowd conditions and activity throughout the event and implement such action as is necessary to manage behaviour.

**Other Action / Comments**

The Security Co-ordinator, Stage Manager and other key staff shall monitor crowd conditions and activity throughout the event and implement such action as is necessary to manage behaviour.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Unsafe operation of tented venues</b>	<b>Ref: B37</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-----------------	----------------------------	-------------

**Methods to Control the Risks**

Tents where 50% of publically accessible side walls are open, are considered as open structures and will have no fixed capacity and tend to be self regulating in capacity. Tents with defined entry and exit doorways are considered closed structures will have sufficient exit capacity for evacuation within two minutes. Such tented venues will be closed when they are subjectively assessed as being at maximum capacity (approximately 3.5 persons per m<sup>2</sup> in accordance with EN 13782:2015). This assessment shall be made by a competent member of the security team or senior event manager. Entry will be mitigated by a means of a security cordon.

Those tents which are entirely enclosed, such as a Silent Disco, shall have an established capacity, and this shall be closely managed by means of a click-in-click-out process

Each emergency exit will have an illuminated exit sign above the opening. No smoking signs will be displayed in all tents.

King poles which can be climbed will be protected to a height of at least 2.4m to prevent climbing. Where there are likely to be high density or high energy audiences Mojo type barrier will be installed across the front of the stage. Additional Heras (or similar) fencing will protect the backstage area on stage right and left. Tents pegs to be foamed.

Before opening any tent it will be checked and a record kept. Checks will include no obvious faults with the fabric or guying (e.g. guys blocking fire exits); fire exit signs all working, no trip hazards or obstructions in public areas, anti-climb measures in place, stage barrier sound with no foot traps under foot plates or finger traps on the top rail. Disabled viewing platform and ramps are sound with rails and kickboards in place. Fire Safety Equipment (including extinguishers, signs and emergency lighting) shall be checked to ensure it is in place.

**Other Action / Comments**

All tented venues will be continually monitored during public operation from both front of house and stage positions, in many instances CCTV will also be available. In the event of crowding, or other hazardous activity, the Festival Director or deputies can direct resources to manage ingress and liaise directly with Stage Management to interrupt entertainment/make announcements etc.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Entry into unsafe arena</b>	<b>Ref: B38</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Serious injury</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------------	----------------------------	---------------

**Methods to Control the Risks**

Before opening the entertainment arena, the Festival Director or deputies shall ensure that responsible parties have checked that it is safe to open. Checks will include:

- General ground conditions satisfactory (including elimination of trip hazards)
- Removal of all tools, materials, stillage's etc.
- Front of stage barriers are secure and stable
- All vehicles removed from arena
- Removal of all items that may be used as missiles
- Entry queue lanes are operational
- Power and lighting are functional
- Tents and venues ready to open
- Outdoor stage barriers are complete, safe and free from toe and finger traps
- Bars, concessions and sponsors are ready to operate
- Litter sweep completed and bins/recycling points provided for use
- Hazardous areas secured
- Toilets, water points and other services functional
- Medical, welfare and security staff deployed

**Other Action / Comments**

Site, Safety and Security teams shall report to Event Control / JOCC / Security Control during the run-up to opening and a record maintained of significant issues or actions.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Public Attendance</b>	
<b>Hazard</b>	<b>Injury and infection from biting insects and ticks</b>	<b>Ref: B39</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Moderate</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Serious injury</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	-----------------------	----------------------------	---------------

**Methods to Control the Risks**

Staff and contractors working at the event will be advised in advance that biting insects and biological hazards may exist in the workplace.

Insect repellent will be supplied via the Production Office and a sign will be put on the Production Office to say that it is available.

Arrangements will be made with local pest-control to tackle wasp nests and similar infestation.

Welfare and Medical Tent will be alerted to the presence of biting insects, with particular reference to ticks and the warning signs crew should be alert for.

**Other Action / Comments**

Event Safety Co-ordinator to ensure that suitable information is forwarded to all crew who are at particular risk.

Where biting insects present a particular hazard (either through number or type), a further assessment shall be carried out.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event Management</b>	
<b>Hazard</b>	<b>Key staff ill or otherwise unavailable for work.</b>	<b>Ref: C1</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Serious harm</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	---------------------	----------------------------	---------------

**Methods to Control the Risks**

The Event is sufficiently large and well established to have a pool of competent staff who are able to cover positions left vacant in the event of staff absence. Key duty-holders have designated deputies in case of absence or incapacity.

Two senior staff members have been identified in the EMP to act as deputies to the Festival Director and to oversee day-to-day operations at the Event. Shift patterns have been established for the deputies and other key duty holders and their deputies have been identified to ensure that the Event is not susceptible to the loss of individuals.

A clear management framework exists for decision making and consultation with key stakeholders, therefore the overall functioning of the Event is not dependent on any individual(s).

Written operating plans and procedures are established to enable handover in the event of staff absence. Major Incident plans have been drafted and circulated so ensure that key post holders are aware of the action to be taken in the event of a serious emergency affecting the Event Organiser team.

**Other Action / Comments**

Key staff to verify that contact details for any deputy are circulated in advance. The EMP shall be made available to all key staff members to ensure that standard operating procedures are understood and people have access to appropriate information should they be required to assist with other managerial roles

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event Management</b>	
<b>Hazard</b>	<b>Failure of site communication equipment</b>	<b>Ref: C2</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Unlikely</b>

<b>Potential Outcome</b>	<b>Impaired operational Capability</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	--	----------------------------	---------------

**Methods to Control the Risks**

Site wide communication is facilitated by four principal routes: radio, landline telephone, mobile phone and email. In addition, local communication with the public is achieved by direct contact with staff and stewards, PA systems, and loud hailers. CCTV will be deployed as appropriate to cover parts of the event site to be monitored. Having a wide range of communication channels avoids reliance on any single mechanism.

Failure of radio or telephone equipment will be averted by building redundancy into such systems. Technical and support staff from radio, Wi-Fi and other comms networks shall remain on site and shall have the capacity to carry out system repair and maintenance in the instance of most foreseeable failures.

Direct face-to-face communication between strategic partners (including: Police, Ambulance, Fire and Rescue, Local Authority, Land owner) and Event resources is facilitated by means of a joint Event Control / JOCC room and an established framework of safety meetings.

The Event is able to pass messages to the public via a variety of media including; PA systems, social media, stage video screens, information points and in some cases, via variable message sign boards. Zone Managers, security and stewards can undertake direct communication with patrons around site by means of loudhailer.

**Other Action / Comments**

Tests to be carried out to ensure booster aerials provide workable radio comms to all parts of site. All comms systems (including CCTV) to be installed and proved prior to the Licence Period commencing.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event Management</b>	
<b>Hazard</b>	<b>Failure of management communication</b>	<b>Ref: C3</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	<b>Impaired operational capability</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	--	----------------------------	---------------

#### Methods to Control the Risks

The importance of communication and circulation of concise and appropriate information is paramount to Event planning.

The Festival Director or deputies shall ensure that key managers and team leaders are aware of the need to maintain effective and timely communication up and down the management tree. At each level of the organisation, staff will understand to whom they should report and from whom they need to obtain intelligence and information. The devolved system of management to geographical areas means that senior staff are present in each sector of site, and decision-making is not entirely dependent on communications to the central hubs of Event Control / JOCC / Security Control and Production Office.

During the operational phase of the Event a 24hr control facility shall be established which shall maintain radio and phone contact with all key managers and other key staff. Regular face-to-face meetings and briefings shall be undertaken so that key stakeholders remain operationally aware.

Constant monitoring of site conditions (notably those relating to safety issues) is carried out by the Event Safety Co-ordinator and their staff. Continual contact is maintained with the silver to brief and update them on any issues or incidents

A process of induction shall be carried out for all Event crew, which shall emphasise the need to report incidents and notify the chain of command. Emergency contact numbers and an outline of procedure shall be given in written and verbal induction to all working personnel on arrival at the Event site.

#### Other Action / Comments

Briefing sheets for Induction to be reviewed for 2017 and reprinted.  
Communication plans and protocols shall be tested at a table top / working party exercise held with stakeholders prior to the Event.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event Management</b>	
<b>Hazard</b>	<b>Failure of command and control structure</b>	<b>Ref: C4</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Unlikely</b>

<b>Potential Outcome</b>	<b>Impaired operational capability</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	--	----------------------------	---------------

**Methods to Control the Risks**

The Event has an established central command and control structure, whereby the Deputy Licence Holder conducts day-to-day management of the event. Serious incidents are referred to the Event Director

The command and control structure is well publicised throughout the organisation, and the mechanism for referring issues upwards is understood at all levels. This message is reiterated at safety briefings and inductions. Table top / working party exercise to be carried out to test resilience and the path of decision-making in a series of different scenarios.

In the event of a serious incident affecting the Event Control / JOCC / Security Control , decision-making would continue since the Festival Director or deputies all operated from separate locations.

The system of key managers means functional decision-making can be delegated to a number of geographically separate locations

**Other Action / Comments**

The Production and Licensing Office s are separate from the Event Control / JOCC / Security Control and can be used as a fall-back location to carry out Event Management should Event Control / JOCC / Security Control be unusable for any reason. Should a further evacuation be required, operations can be managed from a fall back location which will be agreed in advance of event with key duty holders.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------



<b>Job or operation</b>	<b>Event Management</b>	
<b>Hazard</b>	<b>Effectiveness of Site design</b>	<b>Ref: C5</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-----------------	----------------------------	-------------

**Methods to Control the Risks**

The amount of land allocated to access, entertainment, service and on-site residential areas has been established in the light of extensive experience and historical observation, and meets the general requirements of current guidance for such events. An effective public area, accounting for non-accessible areas, shall be provided, which equates to a maximum average density of 2 persons per sq metre.

Access points shall be established to facilitate queueing and search functions prior to entry, and these shall be set up to provide separate First-Time Entry, Re-entry and Exit lanes. Sufficient search and ticket processing facilities shall be provided to limit queue times to a target of 90 minutes (with an average entry rate of 500 per hour per lane). Where practicable, entry points shall allow balanced entry to the performance arena, avoiding the eccentric filling of stage viewing areas.

Consideration has been given to the needs of public and staff during ingress, circulation and exit, and where possible constrictions and impediments to movement have been eliminated. Convergent and cross-flows of patrons will be avoided where practicable, and ready access provided to key service elements such as toilets, refreshments, retail and bars.

Separate, secure access will be provided for technical and trader areas to enable vehicle movement without impact on public spaces. So far as is practicable, vehicle segregation shall be implemented for all service vehicles (including waste, sewage, recycling). Where this cannot be achieved with design, separation in time shall be employed, with overnight or closed clearance of entertainment arenas, and/or low occupancy servicing of public areas and facilities, where necessary.

Particular consideration shall be given to exit routes, which are likely to see the highest rates of pedestrian flow. All exits shall be clearly marked and provided with illumination. Variable message or LED panel signs may be used to give adaptable and high-impact messages to the public. Dispersal away from the site will be assessed, and where risks arise from pedestrian streams approaching public roads or transport infrastructure, mitigating measures shall be implemented to direct and inform departing patrons.

**Other Action / Comments**

Overall event site design shall be subject to detailed discussion between the Site Manager, Festival Director or deputies, Event Safety Co-ordinator and the Security Co-ordinator along with the local authority and other relevant stakeholders. Observations and reports from previous events will be reviewed to seek continuous improvement.

During the lead-up to the event, ground conditions and weather forecasts will be constantly monitored and site layout will be altered as required to ensure that suitable and sufficient access, egress and on-site accommodation is provided.

Following the close of the event, formal debrief reports are obtained from principal staff and a review carried

out to ensure that improvements are consistently made in site design. Constant monitoring of site functionality to be carried out by Site Manager, Event Safety Co-ordinator and Security Co-ordinator – notably during periods of mass public migration.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event Management</b>	
<b>Hazard</b>	<b>Providing adequate occupant capacity.</b>	<b>Ref: C6</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Likely</b>

<b>Potential Outcome</b>	<b>Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	-----------------	----------------------------	-------------

#### Methods to Control the Risks

The Event has established a secure perimeter, including the provision of physical barriers, management and surveillance (including remote surveillance and co-ordination with Police intelligence) which means that unauthorised access to the site is controlled so far as is practicable. As a result the numbers on site are known, predictable and controllable. Tickets and wristbands will include a range of security features to prevent counterfeiting. Robust access search and accreditation checks will be carried out at all public entry points.

Capacity for general entertainment and amenities have been designed to provide an average density of not less than 2 persons per square metre. Tented venues may where safe to do so be filled to an average density of 3.5 ppm<sup>2</sup> (in accordance with BS EN 13782:2015) or according to any restriction imposed by emergency exit capacity – whichever is the lower.

A process of Risk Assessment will be carried out for bands to identify any acts where higher than average attendance is expected. In such instances additional staff, monitoring and barriers will be made available to secure specific venues or manage capacity.

Where provided, any accommodation areas (including crew) shall provide sufficient capacity and ready access to utilities,

#### Other Action / Comments

The greatest threat to provision of adequate space is the loss of ground through flooding or other adverse weather. A range of ground protection and other resources shall be deployed to ensure that areas provided for public use are maintained in a suitable condition. The Event is able to deploy gully suckers, diggers, forklifts and so on to ensure that adequate useable public space is provided.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	Event management	
<b>Hazard</b>	Event cancellation	<b>Ref: C7</b>

<b>People at Risk</b>	All	<b>Severity</b>	<b>Major</b>
		<b>Likelihood</b>	<b>Possible</b>

<b>Potential Outcome</b>	Serious harm	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	--------------	----------------------------	---------------

**Methods to Control the Risks**

Any decision regarding cancellation of the event shall be taken by the Festival Director or deputies, advised by the H&S Co-ordinator. Should any serious incident occur which requires cancellation of the event in advance of the majority of customers being on site, the objective will be to make a rapid decision and publicise this widely to prevent members of the public from attempting to reach the event site.

Any cancellation notice will be discussed in advance with the local authority and other stakeholders prior to transmission.

The Event already enjoys good communication with customers through its website, and this would be a quick and effective tool, other avenues include: National media (Event Press Office has an established relationship)

- Local media (notably radio)
- Contact via Traffic Co-ordinator or Police to put notices on motorway VMS signs
- Contact via British Transport Police and national rail partners to place cancellation messages at principal stations
- Propagation of information through social media networks and website
- Contact with coach providers to cancel any Specials
- Deploy security staff to pedestrian approaches to Event to turn back customers

**Other Action / Comments**

A wide range of other actions can be considered in conjunction with local authority and police once the Festival Director or deputies has determined that the event should be cancelled or curtailed.

Cancellation of the Event during large-scale public occupancy will only be considered in conjunction with the police and local authority. Depending on circumstances, it may be necessary to activate the Local Resilience Forum to provide accommodation or assistance. Such decisions will be determined in line with the Event's Major Incident Plan

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

## Section E Event Specific Risks

<b>Job or operation</b>	<b>Event and Site-specific</b>	
<b>Hazard</b>	<b>Risks arising to/from adjacent premises</b>	<b>Ref: E1</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Catastrophic</b>
-----------------------	------------	-----------------	---------------------

<b>Potential Outcome</b>	<b>Multiple fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	--------------------------	----------------------------	-------------

### Methods to Control the Risks

The Festival Director, advised by the Silvers and the Event Safety Co-ordinator shall consider any risks that may arise from the use of adjacent land and business operations which present a threat to staff or the public attending or gaining access to the event. In such instances, the relevant business/landowner will be contacted to discuss suitable mitigation measures, which may include:

- Suspension of activities
- Fencing or other segregation
- Identification of safe access routes
- Warning signage and public information
- Communications plan in the event of an incident at either location affecting the other

Consideration shall also be given to risk arising to adjacent operations from the event activity itself – which shall include any impact from public access, noise, lighting, tall structures and special effects.

Any such measures shall be detailed in the overall Event Management Plan

Emphasis is placed on advance discussion to ensure that a co-ordinated approach is taken to risk control and the implementation of contingency plans in the event of any serious incident. Escalation of emergency arrangements is outlined in the Major Incident Plan

### Other Action / Comments

No significant hazards noted from adjacent premises

This assessment is somewhat theoretical in that it deals with currently unknown risks and activities. However, the ability of the Event management structure to respond and initiate contingency measures demonstrates that even significant local disruption and incidents can be rapidly accommodated.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event and Site-specific - Natural terrain and features</b>	
<b>Hazard</b>	<b>Unsafe trees or tree climbing</b>	<b>Ref: E2</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
-----------------------	------------	-----------------	--------------

<b>Potential Outcome</b>	<b>Single Fatality</b>	<b>Initial Risk Rating</b>	<b>High</b>
--------------------------	------------------------	----------------------------	-------------

**Methods to Control the Risks**

Only a very small number of trees are considered to present an opportunity for climbing by members of the public, and a resulting risk from misadventure. None of the trees identified offers easy access for climbing and so removal of lower branches will be of negligible value. The festival will provide stewards to monitor the trees who will dissuade patrons from attempting to climb, or will encourage people who may have gained access to the tree to descend.

Staff will not climb trees to eject patrons, nor should they attempt physical restraint.

Key managers, stewards and security personnel will be advised of the need for staff to remain vigilant to the risk posed by tree-climbing. In the event of inclement weather, additional monitoring of tree safety will be undertaken by members of the safety team and a competent tree specialist

**Other Action / Comments**

Ongoing monitoring of stewards and security personnel will be used to identify any trees which are used for climbing. Fencing, infrastructure and personnel will be placed to prevent access to any vulnerable trees or those which appear most likely to be climbed.

Advance information will be given on the Festival website regarding the risks of climbing trees.

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event and Site-specific - Public access and egress</b>	
<b>Hazard</b>	<b>Fence jumping and unticketed access</b>	<b>Ref: E3</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
-----------------------	------------	-----------------	--------------

<b>Potential Outcome</b>	<b>Serious injury</b>	<b>Initial Risk Rating</b>	<b>Low</b>
--------------------------	-----------------------	----------------------------	------------

**Methods to Control the Risks**

The event is advertised and marketed as requiring a ticket for entry in an effort to dissuade the public from attending without a ticket. The site is secured by a perimeter fence and monitored by CCTV and patrolling security staff

Should unauthorised patrons scale the fence and sustain injuries jumping into the site, then the internal perimeter staff and response vehicles that patrol the inner cordon will rapidly identify them. In the event of injury such patrols can direct medical resources to the site of the incident.

Should large numbers of casualties be presented, the security manager or Premises Licence Holder may consider deploying medical resources to the fence sector where injury is occurring, although efforts will be principally concentrated on preventing unauthorised ingress in the first instance.

Monitoring by security manager, safety team and medical co-ordinator of control procedures and accidents will also take place with corrective action as necessary.

**Other Action / Comments**

--

<b>Effectiveness of Controls:</b>	<b>3</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------

<b>Job or operation</b>	<b>Event and Site-specific</b>	
<b>Hazard</b>	<b>Underground reservoir</b>	<b>Ref: E4</b>

<b>People at Risk</b>	<b>All</b>	<b>Severity</b>	<b>Major</b>
-----------------------	------------	-----------------	--------------

<b>Potential Outcome</b>	<b>Multiple Fatality</b>	<b>Initial Risk Rating</b>	<b>Medium</b>
--------------------------	--------------------------	----------------------------	---------------

**Methods to Control the Risks**

In the north east corner of the event site there is an underground reservoir. Festival Republic will brief contractors on the location of this area which will be designated during the build phase with barrier tape to ensure overloading doesn't occur. All contractors will be required to obtain a Permit to Work in this area. This will allow working for a period of 1 hour

**Other Action / Comments**

Event Safety Co-ordinators to monitor site arrangements and ensure that all key managers and other duty-holders have secured potentially hazardous areas and implemented suitable means to monitor and prevent public access.

<b>Effectiveness of Controls:</b>	<b>4</b>	<b>Residual Risk Rating</b>	<b>Low</b>
-----------------------------------	----------	-----------------------------	------------