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| **Assessment of:** | **Royal Ballet Live Screening – Queens Gardens** | **Assessment carried out by:** | **Melissa McVeigh** |
| **Assessment number:** | **01** | **Position:** | **Technical & Operations Coordinator** |
| **Date:** | **01 August 2017** | **Review date:** |  |

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| **REF** | **HAZARDS PRESENT** | **PERSONS AT RISK** | **Risk factors** | | | **CONTROL MEASURES** | **Residual Rating** | | | **DATE OF ACTION** |
| **Likelihood** | **Severity** | **Likelihood** | **Likelihood** | **Severity** | **Likelihood** |
| **1** | Live edges next to water | Audience  Event Staff  Contractors  Volunteers | **3** | **3** | **M** | The ponds at the entry gates will be fenced off on 3 sides, ushers will man the remaining side to ensure the audience steer clear of the edges of the ponds. Additional lighting will be placed in this area.  The ponds at the Wilberforce end of the gardens will not fenced off, the area will not be used for audience viewing there is adequate lighting in the area highlighting the edges of the pond. | **2** | **2** | **L** |  |
| **2** | Electric shock or fire caused by temporary electrical installations | Audience  Event Staff  Contractors  Volunteers |  |  |  |  |  |  |  |  |
| **3** | Slips, trips, and falls | Audience  Event Staff  Contractors  Volunteers | **3** | **3** | **M** | Event area to be kept tidy and clear of obstacles.  All cable runs running through the audience viewing area will be housed in cable ramps.  Uneven and broken paving in the Audience area of the Gardens will be clearly marked to prevent trips and falls. | **3** | **2** | **L** |  |
| **4** | Risk of terrorist attack using bladed weapons, firearms, or explosives | Audience  Event Staff  Contractors  Volunteers | **2** | **5** | **M** | Bag searches will be conducted at the ticket gates as the audience enter the event site.  All Event staff, volunteers, and security to be vigilant always.  Any suspicious activity to be immediately reported to event control.  All Event staff to be briefed on “Run, Hide, and Tell”.  In the event of an incident, evacuation to implemented as appropriate. | **2** | **3** | **L** |  |
| **5** | *Risk of Terrorist attack using a hostile vehicle* | *Audience*  *Event Staff*  *Contractors*  *Volunteers*  *General Public* |  |  |  |  |  |  |  |  |
| **6** | Pedestrians crossing on live road (Queens Dock Avenue). | Audience  General Public  Volunteers | **3** | **5** | **H** | Audience will be directed to the existing pedestrian crossings during ingress and ingress.  When necessary a stop and hold on Queens Dock Avenue will be put in place by stewards and Traffic Management to allow for the safe crossing of the audience during egress and ingress. | **3** | **3** | **M** |  |
| **7** | Erection, use, and dismantling of temporary demountable structures. | Event Staff  Contractors  Volunteers | **2** | **4** | **M** | All structures to be signed off by a competent person prior to use by staff and contractors | **3** | **2** | **L** |  |
| **8** | Inclement weather leading to dangerous conditions. | Audience  Event Staff  Contractors  Volunteers | **4** | **4** | **M** | In the lead up to the weather forecasts will be analysed and conditions will be monitored during the build period and on the day of the event. This event is a one off occasion and cannot be rescheduled so it will proceed PROVIDED IT IS DEEMED SAFE TO DO SO, regardless of the weather. | **4** | **2** | **M** |  |
| **9** | Risk of fire leading to serious injury or death. | Audience  Event Staff  Contractors  Volunteers | **3** | **5** | **H** | No sources of ignition present in the event area.  Fire extinguishers to be positioned next to temporary electrical installations. | **1** | **5** | **L** |  |
| **10** | Electric shock or fire caused by temporary electrical installations | Audience  Event Staff  Contractors  Volunteers | **3** | **4** | **M** | All temporary electrical installations to be installed and managed by competent persons. All temporary electrical installations will comply with BS7909.  All temporary electrical installations will be separated from the public, event staff and volunteers by fencing. | **2** | **1** | **L** |  |
| **11** | Risk of crushing or trampling injuries in the event of an evacuation of the event site | Audience  Event Staff  Contractors  Volunteers | **2** | **4** | **M** | There are multiple large egress points from the event site.  All event staff to be briefed on the evacuation procedure.  Evacuation to be managed by competent SIA personnel.  Evacuation plan to be written by Prestige Security and Showsec. | **2** | **1** | **L** |  |
| **12** |  |  |  |  |  |  |  |  |  |  |

**RISK MATRIX**

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| **LIKELIHOOD**  **SEVERITY** | **1. Very unlikely**  **(*no known history*)** | **2. Unlikely**  **(*unlikely sequence of events*)** | **3. Possible**  **(*Foreseeable under unusual circumstances*)** | **4. Likely**  **(*Easily foresseable – some incidents may have occurred*)** | **5. Very likely**  **(*Common occurrence – aware of incidents*)** |
| **1. Negligible**  **(*no visible injury – no pain*)** | **LOW** | **LOW** | **LOW** | **LOW** | **LOW** |
| **2. Slight**  **(*minor cuts or bruises – no long term effects*)** | **LOW** | **LOW** | **LOW** | **MEDIUM** | **MEDIUM** |
| **3. Moderate**  **(*Heavy bruising, deep wounds, lost time*)** | **LOW** | **LOW** | **MEDIUM** | **MEDIUM** | **HIGH** |
| **4. Severe**  **(*Major injuries, lost time accidents, RIDDOR reportable*)** | **LOW** | **MEDIUM** | **MEDIUM** | **HIGH** | **HIGH** |
| **5. Very Severe**  **(*Long term disability or death*)** | **LOW** | **MEDIUM** | **HIGH** | **HIGH** | **HIGH** |

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| **NAME OF ASSESSOR:** |  | **DATE OF ASSESSMENT:** |  |
| **SIGNATURE:** |  | | |
| **CONTACT DETAILS** | | | |
| **EMAIL:** |  | **PHONE:** |  |